

**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
March 15, 2016**

AGENDA

I. CALL TO ORDER - FLAG SALUTE

Mr. Netchert

II. ROLL CALL AND RECOGNITION OF VISITORS

Trustees:

*Kevin G. Callahan
Ingrid Rose Cooper
Karen A. Fahrenholz, Secretary/Treasurer
James Fife, Trustee Emeritus
Glen Gabert - President
Roberta Kenny
Joanne Kosakowski
Bakari Gerard Lee, Vice Chair
William J. Netchert, Chair
Jeanette Peña
Adrienne Sires
Harold Stahl
Monica Tone*

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
March 15, 2016**

CALL TO ORDER

I. FLAG SALUTE

II. ROLL CALL AND RECOGNITION OF VISITORS

Trustees:

Kevin Callahan	<u>PRESENT</u>
Ingrid Rose Cooper	<u>PRESENT</u>
Karen A. Fahrenholz	<u>ABSENT</u>
James Fife, Trustee Emeritus, ex officio	<u>ABSENT</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>PRESENT</u>
Jeanette Peña	<u>ABSENT</u>
Adrienne Sires	<u>ABSENT</u>
Harold G. Stahl	<u>PRESENT</u>
Monica Tone	<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 Campus, Union City, New Jersey stating the date, time and place of said meeting.

**HUDSON COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES MEETING
March 15, 2016**

III. COMMENTS FROM THE PUBLIC

None

**HUDSON COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES MEETING
March 15, 2016**

IV. CLOSED SESSION

None

**HUDSON COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES MEETING
March 15, 2016**

V. AWARDS, RECOGNITIONS AND SPECIAL REPORTS

President Gabert gave the following reports:

- The ribbon cutting for the reopening of the Bookstore is scheduled for Thursday, April 7th.
- Tuesday, March 16th – Dineen/Hull Gallery: Opening of the Leslie-Lohman exhibition "Looking Back/ Looking Forward: NYC's Gay Pride Parade 1979-1995." It will culminate with the Georgia Brooks Breakfast.
- Georgia Brooks Breakfast, Wednesday, April 27th, 8:00 a.m., Culinary Conference Center.

**HUDSON COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES MEETING
March 15, 2016
VI. REGULAR MONTHLY REPORTS AND RECOMMENDATIONS**

1. MINUTES OF PREVIOUS MEETINGS

The Minutes of the Regular Meeting of February 16, 2106 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 February 16, 2016.

2. GIFTS, GRANTS, AND CONTRACTS REPORT

The College has made the following grant & contract proposals:

TITLE: Sponsorship for HCCC Foundation Marti Gras Event

AGENCY: PSEG

PURPOSE OF GRANT: Provide funding for scholarships and gala

COLLEGE ADMINISTRATOR: Joseph Sansone / drafted and submitted by HCCC Grants Office

COLLEGE CONTRIBUTION: 0

AWARD AMOUNT: \$250.00

TITLE: Bridging the Gap Between Secondary and Post-Secondary Education for English Language Learners

AGENCY: USDOE

PURPOSE OF GRANT: The HCCC Grants Office and the Division of Social Sciences worked together in drafting this proposal, and we should be notified of an award, if chosen, by September. The grants is designed to provide funding for Professional Development activities between HCCC and the Kearny School District, as well as to provide scholarships for the HCCC ECE program.

COLLEGE ADMINISTRATOR: Robin Singer / Ryan Martin

COLLEGE CONTRIBUTION: 0

AWARD AMOUNT: \$ 1.7 Million over five years

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: Kevin Callahan

DATE: March 15, 2016

Callahan, Kevin AYE

Fahrenholz, Karen ABSENT

Kenny, Roberta AYE

Kosakowski, Joanne AYE

Lee, Bakari AYE

Peña, Jeanette ABSENT

Sires, Adrienne ABSENT

Stahl, Harold AYE

Tone, Monica AYE

Netchert, William, Chair AYE

7 Ayes..... 0 Nay

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

Jennifer Oakley
Signature of Recorder

3-15-16
Date

**ATTACHMENT A
ITEM VI**

**HUDSON COUNTY COMMUNITY COLLEGE
Board of Trustees Meeting
Library
71 Sip Avenue, 6th Floor
Jersey City, NJ**

**REGULAR MEETING --- BOARD OF TRUSTEES
February 16, 2016**

MINUTES

PRESENT: Kevin Callahan, Ingrid Rose Cooper, Student Alumni Representative, Glen Gabert, (ex officio), Roberta Kenny, Joanne Kosakowski, Bakari Lee, William Netchert, and Harold Stahl.

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

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

HCCC Staff and Visitors present were: Dorothea Graham King, John Marlin, Jennifer Oakley, Ismael MI Randazzo, Vivyen Ray, Qamar Raza, Kristina Rivera, Cathie Seidman, Jerry Trombella, Carol Van Houten, Christiane Warren, Marcella Williams and Veronica Zeichner.

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

II. ROLL CALL AND RECOGNITION OF VISITORS

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

III. COMMENTS FROM THE PUBLIC –

Former ESL Instructor, Ismael Randazzo, spoke about some of his ideas for improving areas around Journal Square campus buildings. President Gabert and Board Chair Netchert thanked him for his continuing interest.

IV. CLOSED SESSION - None

V. AWARDS, RECOGNITIONS AND SPECIAL REPORTS

President Gabert gave the following reports:

The Association of College and Research Libraries named HCCC Library as the #1 library out of 1200 community colleges in the United States with approximately 1600-1700 libraries. The photo of the library taken by Carol Van Houten, Associate Dean, Library, was used for the front cover of the publication of CHOICE, for its February issue of current reviews for academic libraries.

American Association of Community Colleges has named HCCC one of the five finalist in the United States for the CEO Board of Trustees award.

Trustee Lee, Chair of ACCT Executive Committee, noted that Dr. Gabert and he attended the ACCT National Legislative Summit in Washington, DC, February 8-10th. He invited trustees to attend the ACCT Leadership Congress scheduled for October in New Orleans, where he will be installed as Chair.

VI. REGULAR MONTHLY REPORTS AND RECOMMENDATIONS

1. Minutes of the Reorganization and Regular meeting of November 22, 2015.
2. Gifts, Grants and Contract Reports - None

Introduced by: Joanne Kosakowski
Seconded by: Bakari Lee
6 Ayes.....0 Nays Resolution Adopted

VII. FISCAL, ADMINISTRATIVE, LEASE, AND CAPITAL RECOMMENDATIONS

1. Resolution to Amend the Four (4) Year Lease Agreement for Campus-Wide Sharp Copiers;
2. Resolution Authorizing the Award of a Subscription Service for the Library;
3. Award of Media Services for Billboard Advertisements FY 16;
4. Resolution for the Purchase of Accuplacer Exams for Fiscal Year 2016; and
5. Resolution to Authorize Sale of Chevrolet Tahoe to Hudson County.

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

VIII. PERSONNEL RECOMMENDATIONS

1. APPOINTMENT OF STAFF

<u>Name</u>	<u>Title</u>	<u>Effective Date</u>	<u>Annual Salary</u>
Otoniel Bolanos	College Lecturer, ESL	1/19/2016	\$55,000 (pro-rated)
Aileen Vega	College Lecturer, Workforce Development Programs	2/16/2016	\$55,000 (pro-rated)
Christine Peterson	Associate Director, Student Financial	2/16/2016	\$53,000 (pro-rated)
Diana J. Perez	Academic Lab Manager	2/16/2016	\$48,338 (pro-rated)
Pamela Ubaldo Augustine	Instructor, Chemistry	1/25/2016	\$42,500 (pro-rated)
Hardik Sanghavi	Data Network Administrator	2/16/2016	\$40,000 (pro-rated)
Evidence Thomas	Accountant, Finance	2/16/2016	\$38,000 (pro-rated)

<u>Name</u>	<u>Title</u>	<u>Effective Date</u>	<u>Annual Salary</u>
Alysa L. Antonis	Administrative Assistant, Finance	2/16/2016	\$35,000 (pro-rated)
Victor Figueroa	PC Technician	2/16/2016	\$32,000 (pro-rated)
Ian Powell	PC Technician	2/16/2016	\$32,000 (pro-rated)

2. TEMPORARY FULL-TIME FACULTY ASSIGNMENTS

<u>Name</u>	<u>Title</u>	<u>Effective Date</u>	<u>Annual Salary</u>
Jacqueline Brody	Instructor, Academic Foundations	1/26/2016 5/30/2016	\$20,000 (pro-rated)
Royal Ross	Instructor, Business	01/26/2016 05/30/2016	\$20,000 (pro-rated)

3. MODIFICATION OF THE STAFFING TABLE FOR FY 2016 EFFECTIVE MARCH 1, 2016.

REPORTS/BACKGROUND

DELETE TITLE:

Vice President for Administrative Services <C> Vacant

4. APPOINTMENT OF ADDITIONAL NEW & CONTINUING PART-TIME HIRES: FEBRUARY 16 – JUNE 30, 2016. Continuing PT Hires- January 1-June 30, 2016

5. APPOINTMENT OF ADDITIONAL NEW HIRE ADJUNCTS SPRING 2016.

Introduced by: Joanne Kosakowski

Seconded by: Harold Stahl

6 Ayes.....0 Nays

Resolution Adopted

IX. ACADEMIC AND STUDENT AFFAIRS - None

X. NEW BUSINESS - None

XI. ADJOURNMENT 5:18 P.M.

Introduced by: Bakari Lee

Seconded by: Roberta Kenny

6 Ayes.....0 Nays

Resolution Adopted

**HUDSON COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES MEETING
March 15, 2016**

VII. FISCAL, ADMINISTRATIVE, LEASE, AND CAPITAL RECOMMENDATIONS

1. Award of Media Services for Billboard Advertisements FY 16

WHEREAS, as part of the plan to increase visibility and create a media image, it is proposed that the College continue an outdoor billboard campaign for twelve (12) months. A sign will be placed on a billboard on Bergenline Avenue and 47th Street in Union City; and

WHEREAS, the service is exempt from bidding Pursuant to N.J.S.A. 18A:64A-25.5(20); and

WHEREAS, this service is pursuant to the Business Entity Disclosure Process; and

WHEREAS, the Purchasing Agent has determined and certified in writing that the present anticipated value will exceed \$17,500; and

WHEREAS, the anticipated term of this contract is one year; and

WHEREAS, OUTFRONT MEDIA INC. of Fairfield, New Jersey has submitted a quote indicating that they will provide the billboard media advertising for the sum of \$33,436.00. The design for the campaign will be provided by the College's Communication Department; and

WHEREAS, OUTFRONT MEDIA INC. has completed and submitted Business Entity Disclosure Certifications which certifies that OUTFRONT MEDIA INC. has not made any reportable contributions to a political or candidate committee in Hudson County in the previous one year, and that the contract will prohibit OUTFRONT MEDIA INC. from making any reportable contributions through the term of the contract/s; and

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

WHEREAS, the Vice President for Development, Administration and Finance Committee recommends this award; and

NOW, THEREFORE, BE IT RESOLVED the Board of Trustees of Hudson County Community College authorizes the Purchasing Agent to enter into a contract with OUTFRONT MEDIA INC., Fairfield, New Jersey, as described herein at a cost not to exceed \$33,436.00; and

BE IT FURTHER RESOLVED that the Business Entity Disclosure Certifications and the Determination of Value form be placed on file with this resolution and the Purchasing Agent has determined that this award is in compliance with the Business Entity Disclosure Process.

2. Participation in the NJCCC Cloud ERP Consortium

WHEREAS, An effort is underway within the NJ community college sector to form a consortium and design and implement a sector-wide Enterprise Resource Planning (ERP) system with one vendor; and

WHEREAS, the consortium will be facilitated by the New Jersey County College Joint Purchasing Consortium which was formed to provide an instrument for the county colleges to combine purchasing power and realize savings to benefit the participating institutions; and

WHEREAS, NJSA 18A:64A-25.10 authorizes the boards of trustees of two or more county colleges to provide jointly by agreement for the purchase of work, materials, or supplies for their respective colleges and also authorizes the Board of Trustees to enter into agreement with other institutions of higher education; and

WHEREAS, Hudson County Community College, intends to participate in the Consortium with the goal of improving efficiency through the use of a shared system; and

WHEREAS, Hudson County Community College, anticipates realizing material savings as compared to the cost of the current individual campus based ERP; and

WHEREAS, Hudson County Community College, anticipates realizing further savings in the future as upgrades and system maintenance are performed in the cloud; and

WHEREAS, a NJCCC Cloud ERP Consortium Governance Board consisting of NJ Community College Presidents will be formed to oversee the project; and

WHEREAS, the NJCCC Business Officers Affinity Group/Joint Purchasing Consortium (JPC) will assist the NJCCC Cloud ERP Consortium Governance Board with negotiations, procurement, comparative analysis and financial recommendations; and

WHEREAS, a NJCCC Cloud ERP Consortium Data Governance Committee consisting of NJ Community College staff will be formed to design, implement and oversee the operation of the system under the direction of the aforementioned Governance Board; and

WHEREAS, the Administration and Finance Committee recommends this participation; and

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of Hudson County Community College, in the County of Hudson and the State of New Jersey as follows:

The Hudson County Community College hereby authorizes and directs the appropriate officials of the College to participate in the NJCCC Cloud ERP Consortium Governance Board and NJCCC Cloud ERP Consortium Data Governance Committee.

3. Tuition & Fee Policy FY 17

REPORT/BACKGROUND:

The College draws its revenues from three (3) principal sources: state aid; county appropriations and tuition and fees.

In fiscal year 2017, student enrollments are expected to remain level with credit headcount enrollments of approximately 9,400. The College anticipates that the County appropriations will increase 2 percent and state aid will remain flat.

It is necessary to set the tuition policy at this time in order that the rates be in place for early registration for the Fall 2016 semester.

Tuition:

It is proposed that tuition be raised by \$7.00 per credit hour to \$129.00. This represents a 6% increase. The State defines a full-time student as one taking 12 credit hours. For a full-time student, this increase

would represent an additional \$84.00 per semester. It is projected that, with this increase, HCCC tuition will remain within the average tuition of New Jersey County Colleges.

It is proposed that some of the fees be increased for FY 2016 and 2017.

RECOMMENDATION:

The President, the Administration and the Finance Committee recommends that the Board of Trustees approve the Tuition and Fee Policy for FY 2016 and 2017.

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, Administrative, Lease and Capital Recommendations 1 – 3:** 1) Award of Media Services for Billboard Advertisements FY 16; 2) Participation in the NJCCC Cloud ERP Consortium; and 3) Tuition & Fee Policy FY 17.

INTRODUCED BY: Bakari Lee

SECONDED BY: Joanne Kosakowski

DATE: March 15, 2016

Callahan, Kevin	<u>AYE</u>
Fahrenholz, Karen	<u>ABSENT</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>
Stahl, Harold	<u>AYE</u>
Tone, Monica	<u>AYE</u>
Netchert, William, Chair	<u>AYE</u>

7 Ayes..... 0 Nay

RESOLUTION ADOPTED

Jennifer Oakley
Signature of Recorder

3-15-16
Date

HUDSON COUNTY COMMUNITY COLLEGE

Tuition & Fees Schedule

2015-2016

2016-2017

TUITION:

Hudson County Resident	\$ 122.00 per credit
Out of County	244.00 per credit
Out of State/Foreign Student	366.00 per credit

FEES:

Registration Fee	\$ 25.00 per semester
General Service Fee	25.00 per credit
Student Activity Fee	4.75 per credit
Technology Fee	16.00 per credit
Late Registration	25.00 per occurrence
Culinary Fee	280.00 per course
Culinary Cutlery	240.00 per occurrence
Culinary Uniforms	130.00 – 150.00 per year
Tuxedo/Front of the House Uniforms	110.00 per year

OTHER FEES:

Application for Admission	\$ 25.00 per occurrence
Application for Readmission	25.00 per occurrence
Foreign Student Processing	250.00 Deposit
Graduation Fee	50.00 per occurrence
Deferred Payment Plan	25.00 per occurrence
Returned Check Fee	25.00 per occurrence
Official Transcript Fee	5.00 per occurrence
Culinary Insurance Fee	14.00 per student
Lost Schedule Fee	2.00 per occurrence
Replacement of ID Card	15.00 per occurrence
Lab Fees	22.00 – 45.00 per course (vary according to class)
Add/Drop Fee	15.00 per occurrence

Work/Life Portfolio Assessment

Assessment & Processing Fee	100.00 per occurrence
CLEP Exam Fee	20.00 per occurrence
Re-Test Fee	5.00 per occurrence
HOBET Test Fee	30.00 per occurrence
DANTES Test Fee	20.00 per occurrence
Distance Learning Exam Fee	20.00 First 2 hours 10.00 per hour after 2 hours

LPN Clinical Fees	1,200.00 – 1,800.00 per semester
NCLEX	400.00 per semester
Practical Nursing Exit Exam	50.00 per occurrence

TUITION:

Hudson County Resident	\$ 129.00 per credit
Out of County	258.00 per credit
Out of State/Foreign Student	387.00 per credit

FEES:

Registration Fee	\$ 25.00 per semester
General Service Fee	25.00 per credit
Student Activity Fee	4.75 per credit
Technology Fee	18.00 per credit
Late Registration	25.00 per occurrence
Culinary Fee	280.00 per course
Culinary Cutlery	240.00 per occurrence
Culinary Uniforms	130.00 – 150.00 per year
Front of the House Uniforms	110.00 per year

OTHER FEES:

Application for Admission	\$ 25.00 per occurrence
Application for Readmission	25.00 per occurrence
High School Application Fee	10.00 per occurrence
Foreign Student Processing	250.00 Deposit
Graduation Fee	50.00 per occurrence
Deferred Payment Plan	25.00 per occurrence
Returned Check Fee	25.00 per occurrence
Official Transcript Fee	5.00 per occurrence
Expedited Transcript Fee	20.00 per occurrence
Culinary Insurance Fee	14.00 per semester
Lost Schedule Fee	2.00 per occurrence
Replacement of ID Card	15.00 per occurrence
Lab Fees	22.00 – 50.00 per course (vary according to class)
Add/Drop Fee	15.00 per occurrence

Work/Life Portfolio Assessment

Assessment & Processing Fee	100.00 per occurrence
CLEP Exam Fee	20.00 per occurrence
Re-Test Fee	5.00 per occurrence
HOBET Test Fee	30.00 per occurrence
DANTES Test Fee	20.00 per occurrence
Distance Learning Exam Fee	20.00 First 2 hours 10.00 per hour after 2 hours
High School Graduation Test Fee	10.00 per occurrence
Test Score Export Fee	10.00 per occurrence

LPN Clinical Fees	1,200.00 – 1,800.00 per semester
NCLEX	400.00 per semester
Practical Nursing Exit Exam	50.00 per occurrence

**HUDSON COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES MEETING
March 15, 2016**

VIII. PERSONNEL RECOMMENDATIONS

1. RESIGNATIONS

REPORTS/BACKGROUND

<u>Name</u>	<u>Title</u>	<u>Effective Date</u>
Pamela Scully	Chief Information Officer	3/24/2016
<u>Name</u>	<u>Title</u>	<u>Effective Date</u>
Jenny Nesenjuk	Acting Director Career Development	3/3/2016
<u>Name</u>	<u>Title</u>	<u>Effective Date</u>
Francis Dillon	Senior PC Technician	3/4/2016

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>
Ilya V. Ashmyan	Executive Director, Engineering & Operations	3/9/2016	\$120,000 (pro-rated)

Note: This is an approved position. The salary is effective through June 30, 2017.

<u>Name</u>	<u>Title</u>	<u>Effective Date</u>	<u>Annual Salary</u>
Adele Merlino	Instructional Designer and Technologist	3/9/2016	\$57,000 (pro-rated)

Note: This is an approved position.

<u>Name</u>	<u>Title</u>	<u>Effective Date</u>	<u>Annual Salary</u>
Cristopher Jones	EOF Counselor	3/9/2016	\$42,000 (pro-rated)

Note: This is a grant funded position. This is a replacement for Eric Weaver.

<u>Name</u>	<u>Title</u>	<u>Effective Date</u>	<u>Annual Salary</u>
Destinymarie Alicea	Career & Transfer Counselor	3/9/2016	\$42,000 (pro-rated)

Note: This is a replacement for Johnathan Kull.

<u>Name</u>	<u>Title</u>	<u>Effective Date</u>	<u>Annual Salary</u>
Aycha Edwards	CBI Coordinator	3/9/2016	\$38,000 (pro-rated)

Note: This is an approved position.

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

3. TEMPORARY FULL-TIME FACULTY ASSIGNMENTS

REPORTS/BACKGROUND

<u>Name</u>	<u>Title</u>	<u>Effective Date</u>	<u>Annual Salary</u>
Pamela Ubaldo Augustine	Instructor, Chemistry	1/25/2016	\$42,500 (pro-rated)

Note: This is a replacement for Joseph Eaton.

RECOMMENDATION:

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

4. MODIFICATION OF STAFFING TABLE FOR FY 16/17

REPORTS/BACKGROUND

SALARY ADJUSTMENTS:

<u>NAME</u>	<u>FROM:</u>	<u>TO:</u>
Paula Pando	\$158,100	\$170,000

Note: This is an approved position. The salary is effective through June 30, 2017. The position of Vice President for Administrative Services was eliminated from the Staffing Authorization Table by action of the Board at its February, 2016 meeting. Oversight responsibilities for the Safety and Security Department and for the College Information Technology Office have been assigned to the Vice President for Student Services/North Hudson Campus.

Title Change:

From: Health Professions Employment Coordinator
To: TAACCT Coordinator

RECOMMENDATION:

The President, the Administration and the Personnel Committee recommend that the Board of Trustees approve the Modifications of Staffing Table FY 16/17 listed above as Personnel Recommendation Item No.4.

5. TENURE APPOINTMENTS- EFFECTIVE ACADEMIC YEAR 2016-2017:**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 2016-2017.

Shannonine Caruana

Nadia Hedhli

Craig McLaughlin

Instructor of ESL

Instructor of Biology

Instructor of Psychology

RECOMMENDATION: The President, the Administration and the Personnel Committee recommend that the Board of Trustees approve the Tenure Appointments effective Academic Year 2016-2017 above as Personnel Recommendation Item No.5.

6. APPOINTMENT OF ADDITIONAL NEW & CONTINUING PART-TIME HIRES: MARCH 8–JUNE 30, 2016.

LAST NAME	FIRST NAME	DEPARTMENT	TITLE	POSITION ID	SUPERVISOR
BARKER	IMRAN	HUMANITIES	STUDENT ASST	STUAST-101020	ELIZABETH NESIUS
LOISEAU	MIKE	LIBRARY	OFFICE ASST	OFFAST-150505	CAROL VAN HOUTEN
SOSA-SANTIAGO	LUIS	ACADEMIC AFFAIRS	EVENING, WEEKEND & ADMIN.	EWKADM-252010	MAYELIN TORRES
KHOKHAR	ABDUL	ADJ ACAD SUP SVCS	TUTOR	TUTOR-150505	PAM BANDYOPADHYAY
NGUYEN	NGOC	ADJ ACAD SUP SVCS	TUTOR	TUTOR-150505	PAM BANDYOPADHYAY
SOEKHAM	SHARON	FAC& STAFF DEV	STUDENT ASST	STUAST-252005	LILISA WILLIAMS

CONTINUING PART TIME HIRES

LAST NAME	FIRST NAME	DEPARTMENT	TITLE	POSITION ID	SUPERVISOR
FANT	NADIRA	ACAD SUP SVCS	TUTOR	TUTOR-150505	PAM BANDYOPADHYAY
KHATRI	BINISH	ACAD SUP SVCS	TUTOR	TUTOR-150505	PAM BANDYOPADHYAY
RIVERA	CHAYANNE	ACAD SUP SVCS	TUTOR	TUTOR-150505	PAM BANDYOPADHYAY
SANCHEZ	MELODY	ACAD SUP SVCS	TUTOR	TUTOR-150505	PAM BANDYOPADHYAY
BREWER	DEJA'NEE	INSTRUCTION/ARTS	STUDENT ASST	STUAST-101005	CHRIS WAHL
GUZMAN	KARINA	AF/MATH	OFFICE ASST	OFFAST-101041	CONSTANCE CALANDRINO
POLIT	DIANA	HUMANITIES	STUDENT ASST	STUAST-101005	ELIZABETH NESIUS
PAGAN	DIMARIE	ACAD SUP SVCS	SI LEADER	SILEAD-150505	CONSTANCE CALANDRINO

RECOMMENDATION:

The President, the Administration and the Personnel Committee recommend that the Board of Trustees approve the Appointment of Additional New & Continuing Part-Time Assignments listed above as Personnel Recommendation Item No.6.

7. APPOINTMENT OF ADDITIONAL NEW HIRE ADJUNCTS SPRING 2016

Last Name	First Name	Department
Gomes	Mark	Social Sciences
Amaach	Noureddin	STEM
Patel	Hiral	STEM

RECOMMENDATION:

The President, the Administration and the Personnel Committee recommend that the Board of Trustees approve the Appointment of Additional New Hire Adjuncts Spring for FY 2016 listed above as Personnel Recommendation Item No 7.

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 1-7:** (1) Resignations (2) Appointment of Staff, (3) Temporary Full-Time Faculty Assignments (4) Modification of Staffing Table for FY 16/17 (5) Tenure Appointments- Effective FY 16-17 (6) Appointment of Additional New and Continuing Part-Time Hires; and (7) Appointment of Additional New Hire Adjuncts Spring FY 2016.

INTRODUCED BY:

Bakari Lee

SECONDED BY:

Joanne Koskowski

DATE:

March 15, 2016

Callahan, Kevin

AYE

Fahrenholz, Karen

ABSENT

Kenny, Roberta

AYE

Kosakowski, Joanne

AYE

Lee, Bakari

AYE

Peña, Jeanette

ABSENT

Sires, Adrienne

ABSENT

Stahl, Harold

AYE

Tone, Monica

AYE

Netchert, William, Chair

AYE

7 Ayes..... 0 Nay

RESOLUTION ADOPTED

Jennifer Pakley 3-15-16

Signature of Recorder

Date

**HUDSON COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES MEETING
March 15, 2016**

X. NEW BUSINESS

1. *The Grants Development Association of Union City*

BACKGROUND

The College is formally designated by the federal government as an Hispanic Serving Institution (HSI). Among other things, this designation qualifies HCCC to submit an application for a Title V HSI STEM Grant in FY 2016 competition. The College should be able to mount a strong application for a grant award which could be as much as \$1.2 million per year over five years for a cumulative total of \$6 million.

College staff have been working on developing an application for several months. The application process is a complex one, and some of the technical details for submitting an application have recently been changed. The deadline for submission of an application is May 3, 2016. In consideration of the size of a grant award and the College's potential to submit a successful application, the Administration has determined a consultant should be retained to assist in developing the final grant application and advising on the filing process.

The Grants Development Association of Union City has an impressive record of successfully assisting HSI institutions obtain federal grant awards. The Administration recommends that the President be authorized to negotiate and sign a contract with the Grants Development Association of Union City to assist the College with the development and filing of a Title V HSI STEM grant application for the May, 2016 filing deadline. The amount of the contract would not exceed \$19,000.

RECOMMENDATION

The President and Administration recommend that the Board of Trustees authorize the President to negotiate and sign a contract with Grants Development Association of Union City for an amount not to exceed \$19,000 to assist with the development and filing of a Title V HSI STEM Grant for the FY 2016 competition.

RESOLUTION

NOW, THEREFORE, BE IT RESOLVED, THAT the Board of Trustees authorize the President to negotiate and sign a contract with Grants Development Association of Union City for an amount not to exceed \$19,000 to assist with the development and filing of a Title V HSI STEM Grant for the FY 2016 competition.

INTRODUCED BY: Bakari Lee

SECONDED BY: Harold Stahl

DATE: March 15, 2016

Callahan, Kevin	<u>AYE</u>
Fahrenholz, Karen	<u>ABSENT</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>
Stahl, Harold	<u>AYE</u>
Tone, Monica	<u>AYE</u>
Netchert, William, Chair	<u>AYE</u>

7 Ayes..... 0 Nay

RESOLUTION ADOPTED

Jennifer Oakley
Signature of Recorder

3-15-16
Date

**HUDSON COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES MEETING
March 15, 2016**

XI. ADJOURNMENT

THAT, the meeting be adjourned at 5:15 P.M.

INTRODUCED BY: Kevin Callahan

SECONDED BY: Roberta Kenny

DATE: March 15, 2016

Callahan, Kevin AYE

Fahrenholz, Karen ABSENT

Kenny, Roberta AYE

Kosakowski, Joanne AYE

Lee, Bakari AYE

Peña, Jeanette ABSENT

Sires, Adrienne ABSENT


Stahl, Harold AYE

Tone, Monica AYE

Netchert, William, Chair AYE

7 Ayes..... 0 Nay

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

 3-15-16
Signature of Recorder Date