

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

**Regular Meeting – Board of Trustees**  
**Tuesday, March 15, 2022**  
**5:00 P.M., Via Zoom**

Download the Zoom app onto a PC, Mac, iPad, iPhone, or Android device. Only members of the public who download the Zoom app and join from a computer or mobile device will be able to participate during the *Comments from the Public* portion of the meeting.

Video functionality is available only to members of the Hudson County Community College Board of Trustees and staff as needed.

Topic: HCCC March 2022 Board of Trustees Meeting

When: March 15, 2022 5:00 PM Eastern Time (US and Canada)

Members of the public may use the following link and join the Zoom Meeting Webinar via Audio-only.

<https://zoom.us/j/92262162169?pwd=SGU2Q0RPT2tNQW9kTVIOSU9hSWdsUT09>

Passcode: 035932

Telephone: 1 (929) 205 6099

Webinar ID: 922 6216 2169

Passcode: 035932

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, 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. Each speaker will participate via audio-only.

**AGENDA**

**I. CALL TO ORDER - FLAG SALUTE**

*Mr. Netchert*

**II. ROLL CALL AND RECOGNITION OF VISITORS**

**Trustees:**

*Joseph Doria*

*Karen Fahrenholz, Secretary/Treasurer*

*Adamarys Galvin*

*Pamela Gardner*

*Roberta Kenny*

*Bakari Lee, Vice Chair*

*William Netchert, Chair*

*Jasmine Ngin – Student Alumni Representative*

*Jeanette Peña*

*Christopher Reber, President*

*Silvia Rodriguez*

*Harold Stahl*

- |              |   |                     |
|--------------|---|---------------------|
| <b>III.</b>  | <b>COMMENTS FROM THE PUBLIC</b>   | <i>Mr. Netchert</i> |
| <b>IV.</b>   | <b>CLOSED SESSION</b> <i>(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.)</i> |                     |
| <b>V.</b>    | <b>REPORTS</b>  |                     |
|              | 1. <i>Student Government Association President's Report</i>   | <i>Ms. Beebe</i>    |
|              | 2. <i>All College Council Chair's Report</i>  | <i>Dr. Cronrath</i> |
|              | 3. <i>President's Report</i>  | <i>Dr. Reber</i>    |
| <b>VI.</b>   | <b>REGULAR MONTHLY REPORTS AND RECOMMENDATIONS</b>  | <i>Dr. Reber</i>    |
|              | 1. <i>Minutes of Previous Meetings</i>  |                     |
|              | 2. <i>Gifts, Grants, and Contracts</i>  |                     |
| <b>VII.</b>  | <b>FISCAL, ADMINISTRATIVE, LEASE, AND CAPITAL RECOMMENDATIONS</b>   | <i>Dr. Reber</i>    |
| <b>VIII.</b> | <b>PERSONNEL RECOMMENDATIONS</b>  | <i>Dr. Reber</i>    |
| <b>IX.</b>   | <b>ACADEMIC AND STUDENT AFFAIRS RECOMMENDATIONS</b>   | <i>Dr. Reber</i>    |
| <b>X.</b>    | <b>NEW BUSINESS</b>   | <i>Mr. Netchert</i> |
| <b>XI.</b>   | <b>ADJOURNMENT</b>  | <i>Mr. Netchert</i> |

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

**March 15, 2022**

**CALL TO ORDER**

**I. FLAG SALUTE**

**II. ROLL CALL AND RECOGNITION OF VISITORS**

**Trustees:**

Joseph Doria	<u>Absent</u>
Karen Fahrenholz, Secretary/Treasurer	<u>Present</u>
Adamarys Galvin	<u>Absent</u>
Pamela Gardner	<u>Present</u>
Roberta Kenny	<u>Present</u>
Bakari Lee, Vice Chair	<u>Present</u>
William Netchert, Chair	<u>Present</u>
Jasmine Ngin, Student Alumni Representative, ex officio	<u>Present</u>
Jeanette Peña	<u>Present</u>
Christopher Reber - President, ex officio	<u>Present</u>
Silvia Rodriguez	<u>Present</u>
Harold Stahl	<u>Present</u>

*This meeting is called in conformance with the "Open Public Meetings Act." A notice of the meeting of the Board of Trustees was transmitted to all Board members; advertised in The Jersey Journal and The Star Ledger; filed with each office of the Hudson County Municipal Clerks; and posted on the 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**

**March 15, 2022**

**III. COMMENTS FROM THE PUBLIC**

*If you wish to make comments, 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. Each speaker will participate via audio-only.*

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

***March 15, 2022***

**IV. CLOSED SESSION**

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

**March 15, 2022**

**V. REPORTS**

1. *Student Government Association President's Report*
2. *All College Council Chair's Report*
2. *President's Report*
3. *Introduction of Faculty Recommended for Tenure (Dr. Darryl Jones):*  
*Bernard Adamitey, Instructor of Academic Foundations Math*  
*Mohammad Qasem, Instructor of Physics*  
*Gilda Reyes, Instructor of Speech*

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

**March 15, 2022**

**VI. REGULAR MONTHLY REPORTS AND RECOMMENDATIONS**

**1. MINUTES OF PREVIOUS MEETING**

The Minutes of the Regular Meeting of February 22, 2022 are herewith 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 22, 2022.

**2. GIFTS, GRANTS, AND CONTRACTS REPORT**

Hudson County Community College has received the following grant:

TITLE: New Jersey Pathways to Career Opportunities (Planning Phase)

AGENCY: New Jersey Community College Consortium for Workforce and Economic Development (Consortium)

PURPOSE OF GRANT: The NJ Pathways to Career Opportunities is an unprecedented education and training pathways initiative that will innovate the state's workforce for residents, businesses, and the state economy for years to come.

COLLEGE ADMINISTRATOR: Lori Margolin

COLLEGE CONTRIBUTION: \$0

AWARD AMOUNT: \$30,000.00

**RESOLUTION:**

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

**INTRODUCED BY:** \_\_\_\_\_ Bakari Lee

**SECONDED BY:** \_\_\_\_\_ Pamela Gardner

**DATE:** March 15, 2022

Doria, Joseph	_____ Absent
Fahrenheit, Karen	_____ Aye
Galvin, Adamarys	_____ Absent
Gardner, Pamela	_____ Aye
Kenny, Roberta	_____ Aye
Lee, Bakari	_____ Aye
Peña, Jeanette	_____ Aye
Rodriguez, Silvia	_____ Aye
Stahl, Harold	_____ Aye
Netchert, William, Chair	_____ Aye

\_ 8 \_ Aye      \_ 0 \_ Nay

**\*\*\*RESOLUTION ADOPTED\*\*\***

Alexa Riano  
Signature of Recorder

3/15/2022  
Date

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**ITEM VI - Minutes of Previous Meeting**  
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*Regular Meeting of the Board of Trustees*  
*February 22, 2022*

**HUDSON COUNTY COMMUNITY COLLEGE**

**Regular Meeting – Board of Trustees**  
**Tuesday, February 22, 2022**  
**5:00 P.M., via Zoom**

**MINUTES**

**PRESENT:** *Joseph Doria; Karen Fahrenholz (Secretary/Treasurer); Pamela Gardner; Roberta Kenny; Bakari Lee (Vice Chair); William Netchert (Chair); Jasmine Ngin (Student Alumni Representative); Jeannette Peña; Christopher Reber; Silvia Rodriguez; Harold Stahl*

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

**ABSENT:** *Adamarys Galvin*

**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 Angel Beebe offered the following report.*

Good evening.

SGA has been very busy this month. We just finished our month-long "30 Days of Tips" project. These tips were filmed and edited and will be posted on the SGA Instagram account. We had over 16,000 views in these 30 videos. The videos consisted of the various resources HCCC has to offer that a new or current student may not be aware of. We hope with this project that students will take full advantage of all the wonderful benefits of being an HCCC student. We also hope students will continue to get involved by starting or joining clubs.

From February 6-9, Christian Rodriguez, our Director of Communications, and Alumni Advisor Jasmine Ngin, attended the ACCT National Legislative Summit (NLS) in Washington, D.C., alongside Dr. Reber, VP Lisa Dougherty, Trustees Lee and Gardner, and other HCCC community members. Throughout this experience, Christian and Jasmine shared their personal stories, academic and personal success, and how community colleges made their stories possible.

Last week, we had the pleasure of speaking with CIO Patricia Clay regarding the ongoing issue of phishing and scam emails. We learned more about the issues and shared some suggestions that may be helpful to spread awareness to the rest of the student body.

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*Regular Meeting of the Board of Trustees*  
*February 22, 2022*

On March 7 and 8, SGA will host a Spring Mixer to continue return-to-campus efforts. This mixer will be focused on students meeting their deans, advisors, and professors from all the different divisions. This event will be hosted at both North Hudson and Journal Square campuses. There will be raffles, food, drinks, and even a fun activity for students, faculty, and staff to enjoy.

SGA has the pleasure of welcoming new Senators to the team. All are eager to learn and see how and where they can help. We are happy there is student representation on most committees, including the All College Council Student Affairs, Academic Senate, Space and Facilities, Technology, and College Life committees, the President's Advisory Council on Diversity, Equity, and Inclusion, the Return to Campus Task Force, and the newly formed Transfer Pathways Council. We look forward to having our new Senators also participate on a committee.

Lastly, HCCC still serves as the hosting school for regular collective meetings of the SGAs from all 18 New Jersey community colleges. Over the past two meetings this semester, the groups reviewed plans to engage student leadership, SGA structures, the ACCT NLS, joining the Student Trustee Advisory Council, and more. These meetings help us foster new ideas for our campuses while opening cross-college collaboration and support opportunities.

Thank you for listening, and I am happy to answer any questions.

*2. All College Council Chair's Report*

*All College Council Chair, Dr. Peter Cronrath, offered the following report.*

Good evening, Board of Trustees, Dr. Reber, and the HCCC community.

At tomorrow's All College Council meeting, there will be several presentations that will recommend positive changes at HCCC.

First, the Academic Senate will present a governance recommendation for a new Syllabus statement regarding financial aid and tracking attendance. The purpose of the statement is to clearly communicate to students that failure to attend class will jeopardize their financial aid eligibility.

The second presentation will be made by the VP of DEI, PACDEI co-chairs, and myself. This Task Force is putting forth a governance recommendation to the charter of the ACC to embed DEI representatives on each of the standing committees of the ACC. This enhanced shared governance model and committee representation aligns with the DEI initiatives of HCCC.

The third presentation will be offered by the Reimagining Convocation Task Force. The Task Force will present the recommendation to the general body for feedback, with a formal recommendation to be passed on to the administration in March.

The final formal presentation will be an update on the Office Space Allocation Policy, which is a continuation of the presentation last month. Further discussion and drafting will take place before a formal vote in March or April.

Reports from the committees are as follows:

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The Development and Planning Committee is working on the "Dollars for Scholars" event in April and the North Hudson Campus ten-year celebration.

The Student Affairs Committee is promoting the \$100 booster incentive program, the SGA mixer, and drafting a formal letter intended to connect with local daycares to further support students with children.

College Life is preparing for Professional Development Day on March 18, Steps for Wellness, and helping with the Heart Healthy food drive hosted by the Health Sciences Department.

The Technology Committee reported on new technology being installed at the College and the purchase of additional Chromebooks and laptops.

The Academic Senate and Space and Facilities Committees are focused on their proposed Governance Recommendations as previously mentioned.

I hope to see everyone at the meeting tomorrow. Thank you.

### 3. *President's Report*

*President Reber offered the following remarks.*

Good evening, Trustees and colleagues. It's great to be together again, and I hope you all are doing well. Angel and Peter, thank you as always for your substantive reports and leadership.

On the heels of our recent participation in the National Legislative Summit in Washington, DC, 17 Hudson County Community College students, faculty, and staff participated last week in the annual *Achieving the Dream* national conference, which was held virtually.

Vice Presidents Anna Krupitskiy and Yeurys Pujols presented a session entitled, "Holistic Approach to Community Building: Engaging and Supporting Diversity, Equity and Inclusion Initiatives," and Vice President Lisa Dougherty was invited by our partner organization and ATD Dream Conference sponsor, Ocelot, to discuss our highly successful Libby Chatbot that answers a wide range of questions 24-7 through our Website. This is the second time Lisa has been invited to share our Chatbot model and success at a national conference.

We thank Anna, Yeurys, and Lisa for representing HCCC exceedingly well in these national presentations. The presentations were outstanding.

This morning, the American Association of Community Colleges (AACC) announced finalists for their annual "Awards of Excellence." As I shared in a note this morning to our College community, Hudson County Community College is one of five finalists for AACC's 2022 "Advancing Diversity" Award. Winners will be announced at the AACC Awards of Excellence Gala on May 1 during the AACC Annual Conference in New York City. This is another point of pride for our HCCC Family.

This evening's agenda includes approval of recommended appointments to the leadership positions of Associate Dean of Business, Culinary Arts, and Hospitality Management; and Dean of Libraries. We thank Vice President for Academic Affairs, Dr. Darryl Jones, and members of the screening committees for their leadership and support of these national searches.

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*Regular Meeting of the Board of Trustees*  
*February 22, 2022*

We congratulate our dedicated colleague, Dr. Ara Karakashian, on his appointment to lead the Division of Business, Culinary Arts, and Hospitality Management, where he has been serving with distinction as the Interim Associate Dean following the retirement of Paul Dillon last year. Ara has served Hudson County Community College since 2008 in the capacities of Associate Professor and Coordinator of Culinary Arts, and as Interim Associate Dean. He holds an Ed.D. in Educational Leadership from Rowan University, and an MBA in Hospitality Administration from Johnson and Wales University. Ara is a member of the President's Executive Council, All College Council, Student Success Dream Team, President's Advisory Council on Diversity, Equity, and Inclusion, and the Return to Campus Task Force, among others.

Congratulations, Ara, and thanks for your leadership and support of our students and College!

We are also pleased to recommend the appointment of John Hernandez to the position of Dean of Libraries. John comes to us from California State University San Bernardino, where he presently serves as Head of Library Technology and Media Services. Previously, he coordinated Web and Mobile Library Services for the Northwestern University Library. John holds an MPA in Public and Nonprofit Management and Policy from NYU, and an MS in Library and Information Services from the University of Michigan.

I would also like to take this opportunity to thank our valued colleague, Director of Library Patron Services James Cox, for serving exceedingly well as Interim Dean of Libraries following former Dean Jennie Pu's appointment as Head of the Hoboken Public Library. James, we greatly appreciate your leadership and all you do for our students and our College!

As you are aware, we participate annually in the Goldman Sachs Local College Collaborative. Teams of students, working with faculty mentors, Goldman Sachs executives, and successful businesses and corporations, develop solutions to real-time business needs or problems, and at the end of the academic year, they present their project solutions on Wall Street. Participating with Hudson County Community College are teams from Saint Peters University, New Jersey City University, and Borough of Manhattan Community College. Professor Peter Cronrath, Professor Karen Galli, and Director of Career Services Victoria Marino mentor our students in this program.

This evening, I have invited Peter and Karen to discuss this phenomenal, high impact learning and leadership opportunity afforded our students. We are also delighted to welcome several students involved in this year's and previous years' projects to share their experiences with you.

Joining Peter and Karen are Maria Melilla, who is majoring in Business; 2020 HCCC graduates Alani Orriols and Brianna Heim; and 2021 graduate, and our Alumni Representative to the Board, Jasmine Ngin.

Peter, Karen, students, and alumnae, thanks so much for joining us this evening!

Peter Cronrath began the Goldman Sachs PowerPoint Presentation by offering the following remarks.

[Goldman Sachs Local College Collaborative](#)

Thank you, Dr. Reber.



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Hello again, Trustees. When I'm not doing board reports, I get to take my time and mentor students at Hudson County Community College in the Goldman Sachs Local College Collaborative program. I am Peter Cronrath, an assistant professor of Business, and this is my sixth year as the faculty mentor of the program.

*Karen Galli offered remarks.*

Hello, Trustees. I'm Karen Galli, and I teach in the English division. This is my second year in the program as a faculty mentor; and, of course, Tori Marino, director of career services, has been managing the program for the last three years.

Our program includes ten students that are selected every year, and we partner with three other local colleges: Borough of Manhattan Community College (BMCC), New Jersey City University (NJCU), and Saint Peter's University.

The program planning begins in the fall semester before we meet with our students in the spring. During that fall semester, we are recruiting and interviewing students. In early January, students begin their case study with our partner company. They start by conducting a vigorous research process and mapping industry practices and solutions for the case study problem. Along the way, the students are assigned a partner company, visit their site, and receive mentoring and guidance from Dr. Cronrath and me, and Goldman Sachs associates. The students work on team building and collaboration until the end of the project; other work culminates in a final report and presentation given to the entire Local College Collaborative and the senior leaders of Goldman Sachs and the partner company.

*Peter Cronrath resumed his remarks.*

We have set some basic standards for students to apply to the program with a 2.8 or higher GPA. Students have averaged a 3.4 or higher GPA with at least 15 credits. Most students come into the program with 30 or more credits, usually second-year students. They provide us with a PowerPoint of up to five slides about themselves, their aspirations, and career interests. Then we conduct group interviews of four or five students with a panel to select the students.

In the past, we've had three Jack Kent Cooke award recipients participate in the program and many other outstanding students; many students transfer to Ivy League schools and top colleges across the country.

In the initial year, we did not have a signed partner company. The program kicked off, and they derived the case study fictitiously. Beyond that, they realized they wanted authentic opportunities and partner companies and students engaging with executive management of companies. In 2017, we partnered with Newell Brand, which owns Yankee Candle and Coleman Sports Goods. We were working on a case study revolving around their marketing strategy. The following year we partnered with NRG Energy, home-based in Princeton, NJ and Texas, providing energy and distribution throughout the country.

We followed that with Sherwin Williams in 2019-20, a great partner company. We engaged with many of their executives and their leadership within New Jersey and the tri-state area. That year, we were able to participate in person for the beginning of the program. Then we encountered COVID. We had to do the final presentation virtually. We made that shift for those executives and they were very welcoming to the idea. Luckily, we had visited their site before the pandemic.

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In 2020, the entire program was virtual, so those students never had the opportunity to go to any site physically. We partnered with the Microsoft Excel division based in New York City. Those executives were admirable, making the program pleasant for the students and engaging them remotely.

This year, we are partnered with Coldwell Banker Richard Ellis (CBRE). They're based in New Jersey, New York, and across the globe. They're one of the largest real estate brokers in the world. Their case study this year revolves around data centers and current trends. While time has passed through the years, we've noticed that the case studies have been built to be more realistic and trend-setting with the students' ideas. These are real-life problems that students are working on and data centers are a top trend of companies shifting their support services for Internet and cloud-based systems.

Elaborating on the Goldman Sachs program, it consists of two main functions. First, Goldman Sachs provides mentorship in professionalism, networking, and brand building. This year, they added diversity and understanding in the workplace, including professional lectures throughout the program. Second, of course, is a case study scenario where the students present, analyze, and write professionally, which has improved since Professor Galli's participation. They're developing some innovative business ideas and creative solutions resulting in that final presentation.

I now turn to the students to discuss what they've learned in the program, starting with Maria.

*Maria Melilla shared her experience.*

First, thank you all for this opportunity to talk about my experiences in the Goldman Sachs Local College Collaborative Program of 2022. My name is Maria Melilla, and I am one of the seven students currently representing HCCC in this program. At first, I heard about the program one week before the deadline to apply, and I just knew that I had to take the chance to join. This program is not only an excellent opportunity for learning important professional skills, but it also aligns perfectly with my Business Administration major.

Even though the program is still ongoing, I can tell you that I have greatly improved my collaboration, teamwork, and communication skills. In addition, it has been an opportunity to exercise my public speaking and leadership skills. However, the most valuable thing that I have learned so far is to take every opportunity presented and make the most of it. This program has helped me explore what a business career would look like on a day-to-day basis. However, unlike an internship, it includes built-in support from faculty members, mentors, and peers. Therefore, I would highly encourage fellow students to apply for this program in the coming years. Again, thank you for the opportunity to address the Board today.

*Alani Orriols shared her experience.*

Good evening. My name is Alani Orriols. During my last semester at Hudson County Community College, I participated in the Goldman Sachs Local College Collaborative. At first, I was unsure about applying to the program as I was nervous about potentially presenting in front of a large audience. But after speaking with a few friends and professors, I was convinced to do so.

Participating in this program not only offered me insight into a career I hadn't previously considered, but I was able to learn skills I can use in the future. I learned how to collaborate and communicate

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with a team, accept critiques and improve my work. I learned how to create a strong presentation deck, and, most important, I learned how to present and be confident. The most excellent skill I learned was how to adapt. Our team quickly transitioned from in-person meetings to collaborating on a PowerPoint remotely and building a YouTube video of our presentation. It was tough at times, but we made the best of our situation, and, in the end, we had a fantastic presentation. Through the process, we learned a lot and I can say that this was one of the best experiences of my college career.

*Brianna Heim shared her experience.*

Good evening, everyone. My name is Brianna Heim. Two years ago, I participated in the Local College Collaborative with Goldman Sachs here at Hudson County Community college. Today, I'm a senior at Montclair State University majoring in Business Administration with a concentration in Management. By participating in this program, I am a better student and better leader.

During our first self-presentations, I froze and could not even form a single sentence. Since then, I have learned how to feel more confident with public speaking after various practices set up by our mentors. I have also improved my presentation skills by utilizing the knowledge gained through writing a team charter and case study, and creating excellent reports at Montclair State. I just replicated the team charter template for my time with the collaborative and my professor said it was excellent; it's one of the best templates he's ever seen. I often now take on more leadership roles and find it much easier to form relationships with people.

This program taught me so much about business and myself. I will be graduating this spring with my bachelor's degree and I plan to begin my master's in business administration and my juris doctorate this fall. I owe this program so much for providing me with the knowledge and the confidence to be the person I am today. Thank you.

*Jasmine Ngin shared her experience.*

Thank you so much, Professor Cronrath. Trustees, you all are familiar with me. I just love to share my story about the Local College Collaborative. I'd like to say every successful individual would tell you the same story. They had no experience at one point, but they had a lot of ambition and enthusiasm. They had no idea how to pursue it, but the opportunity got them to where they are now.

When I worked with Goldman Sachs and our partner company, Microsoft, they were welcoming and eager to speak with us and assist us in our objectives. Above all, we had access to excellent HCCC instructors, who worked with us to help us grow professionally, and, most importantly, personally. I'm so glad to say that being part of the Local College Collaborative has significantly impacted my life. This opportunity opened doors for me that would have been otherwise closed. Due to the Local College Collaborative, I began having personal conversations with Goldman Sachs and Morgan Stanley executives, which I would have never imagined in my wildest dreams. This was the single most significant catalyst in my life, and I want to thank you all for that.

*Peter Cronrath offered concluding remarks.*

Thank you so much. You are great role models. Maria, you're going to turn into a great role model as well! I want to say thank you to the Trustees for listening to our presentation.

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*President Reber resumed his remarks.*

Thanks so much, colleagues and students.

Maria, Alani, Brianna, and Jasmine, congratulations on your success and thank you for sharing your experiences in the Goldman Sachs Local College Collaborative.

Maria, we look forward to your presentation later this semester!

Trustees, this concludes my report. Peter, Karen, our students, and I would be happy to entertain any questions or comments you might have.

**VI. REGULAR MONTHLY REPORTS AND RECOMMENDATIONS**

1. *The Minutes of the Regular Meeting of January 18, 2022, were approved*
2. *Gifts, Grants, and Contracts Report – No report.*

*Introduced by: Bakari Lee*

*Seconded by: Joseph Doria*

*9 Ayes.....0 Nays*

*Resolution Adopted*

**VII. FISCAL, ADMINISTRATIVE, LEASE, AND CAPITAL RECOMMENDATIONS 1-12**

1. *Resolution Authorizing Legal Counsel Services, at a rate of \$215 per hour for one year, was approved.*
2. *Resolution Authorizing ITV Telepresence and Remote Sharing Systems, to be funded by the American Rescue Plan (ARP) Grant at a cost not to exceed \$317,940, was approved.*
3. *Resolution Authorizing Purchase of Chromebooks for Student Laptop Loan Program, to be funded by the American Rescue Plan (ARP) Grant at a cost not to exceed \$59,600, was approved.*
4. *Resolution Authorizing Graphic Processing Software, to be funded by the American Rescue Plan (ARP) Grant at a cost not to exceed \$64,822, was approved.*
5. *Resolution Authorizing Additional Nvidia Licenses, to be funded by the American Rescue Plan (ARP) Grant at a cost not to exceed \$37,495, was approved.*
6. *Resolution Authorizing Purchase of Commencement Regalia, to be funded by the Student Life Fee (SLF) at a cost not to exceed \$111,000, was approved.*
7. *Resolution Authorizing Elevator Maintenance and Repair Services, at a cost not to exceed \$64,000, was approved.*
8. *Resolution Awarding Contract for Electrical Services and Installations on a Time and Material Basis, at a cost not to exceed \$120,000, was approved.*

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9. Resolution Authorizing Engineering Services for Electrical Upgrades for Fire Dampers, HVAC, and ITV Projects, at a cost not to exceed \$58,000, was approved.
10. Resolution Approving Payment for Emergency Heating Repairs at 161 Newkirk Street, at a cost not to exceed \$8,688, was approved.
11. Resolution Authorizing Purchase of Accuplacer Exams, at a cost not to exceed \$1.95 per unit, was approved.
12. Resolution Authorizing Elimination of the student application fee was approved.

Introduced by: Bakari Lee  
 Seconded by: Jeanette Peña  
 9 Ayes.....0 Nays

Resolution Adopted

**VIII. PERSONNEL RECOMMENDATIONS 1-8**

**1. RESIGNATIONS**

First Name	Last Name	Title	Effective Date
Aya	Badr	Biology and Chemistry Laboratory Technician	February 9, 2022
Molly	Delaney	Student Success Coach, Continuing Education and Workforce Development	February 4, 2022
Mariel	Shinnick	Program Assistant, Secaucus Center	January 31, 2022

**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 STAFF**

First Name	Last Name	Title	Effective Date	Annual Salary
Stephanie	Calo	ESL Program Specialist (Grant-funded)	February 23, 2022	\$ 60,000.00
Rashida	David	Golden Door/ La Puerta Dorada Project Director (Grant-funded)	February 28, 2022	\$ 73,000.00
Marian	Habib	Accountant	March 1, 2022	\$ 65,000.00
John J.	Hernandez	Dean of Libraries	April 20, 2022	\$ 125,000.00
Ara	Karakashian	Associate Dean of Business, Culinary Arts, and Hospitality Management	February 23, 2022	\$ 110,000.00
Jay	Singh	Support Analyst	February 23, 2022	\$ 32,000.00

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

**3. APPOINTMENT OF TEMPORARY FULL-TIME STAFF**

First Name	Last Name	Title	Effective Date	Anticipated End Date	Annual Salary
Athena	Brown	Receiving Clerk	February 23, 2022	June 30, 2022	\$ 38,000.00
Haida	Contla	Program Assistant	February 28, 2022	June 30, 2022	\$ 40,000.00
Jedediah	Palmer	Interim Director of ESL and Academic Foundations English	February 1, 2022	June 30, 2022	\$ 65,099.99

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Alison	Wakefield	Interim Associate Dean of Humanities and Social Sciences	February 1, 2022	June 30, 2022	\$ 120,000.00
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**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, SPRING 2022**

<b>First Name</b>	<b>Last Name</b>	<b>Title</b>	<b>Effective Date</b>	<b>Annual Salary</b>
Amy	Brown	Instructor, Education (Non-tenured)	January 21, 2022	\$ 55,434.92
Paul	Clark	Instructor, Philosophy (Non-tenured)	January 21, 2022	\$ 55,434.92
Jon	Krupp	Instructor, Speech (Non-tenured)	January 21, 2022	\$ 55,434.92
Sonja	Rodiger-Radovic	Instructor, ESL (Non-tenured)	January 21, 2022	\$ 55,434.92
Wendy	Trach	Instructor, ESL (Non-tenured)	January 21, 2022	\$ 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 FEBRUARY 2023, AS NEEDED**

<b>FIRST NAME</b>	<b>LAST NAME</b>	<b>DEPARTMENT</b>	<b>TITLE</b>	<b>POSITION ID</b>	<b>SUPERVISOR</b>
Johnathan	Colon	Accessibility Services	Notetaker/Reader	READER-150525	Karine Davis
Amreen	Fatima	Accessibility Services	Notetaker/Reader	READER-150525	Karine Davis
Angelique	Reeves	Accessibility Services	Notetaker/Reader	READER-150525	Karine Davis
Tripti	Pandey	Business, Culinary Arts, and Hospitality Management	Receiving Clerk	RECLERK-101030	Ara Karakashian
Jasmine	Pascua	Business, Culinary Arts, and Hospitality Management	Receiving Clerk	RECLERK-101030	Ara Karakashian
Marjorie	Lora de la Rosa	College Libraries	Library Associate	PTLRASO-150510	James Cox
Evelin	Hurtado	Continuing Education and Workforce Development	Customer Service Representative	CASREP-102010	Chastity Farrell
Bryan	Leveron	Continuing Education and Workforce Development	Customer Service Representative	CASREP-102010	Chastity Farrell
Michelle	Cruz	Controller's Office, Payroll	Office Assistant	OFFAST-253015	Zuany Chicas
Tiffany	Marzano	Controller's Office, Payroll	Office Assistant	OFFAST-253015	Zuany Chicas
Jessica	Wright	Customer Service/ Mail Room and Copy Center	Office Assistant-NHC	OFFAST	Frederick Medina
Salma	Adelwahed	Diversity, Equity and Inclusion- Cultural Affairs	Gallery Educator	Gallery Educator	Michelle Vitale
Ahmed	Abdelkader	Enrollment Services	Office Assistant	OFFAST-603055	Wajia Zahur
Andrea	Goodwin	Human Resources	Office Assistant	OFFAST-252005	Lilisa Williams
Verenice	Bonilla	Information Technology Services	Instructional Lab Assistant	ISTLAB-253025	Diana Perez
Sarthak M.	Gohel	Information Technology Services	Instructional Lab Assistant	ISTLAB-253025	Diana Perez

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Elianny	Severino	Testing and Assessment	Testing Assistant/ Proctor	TESTAST-200530	Darlery Franco
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**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**

<b>First Name</b>	<b>Last Name</b>	<b>Department</b>
Thomas	Andolfo	English and ESL
Marc	De Santis	English and ESL
Pamela	Marcus	English and ESL
Jade	Mepp	English and ESL
Willmaria	Miranda	English and ESL
Leonrado	Reis	English and ESL
Margret	Stepe	English and ESL
Artur	Ujazdowski	English and ESL
Samuel	Warnke	English and ESL
Hany	Zaky	English and ESL
Rasheda	Garcia	Humanities and Social Sciences
Aurora	Genova	Humanities and Social Sciences
Jacob	Hudnut	Humanities and Social Sciences
Carin	Levia	Humanities and Social Sciences
Jasmine	McTauge	Humanities and Social Sciences
Riley	Strom	Humanities and Social Sciences
Beth	Varano	Humanities and Social Sciences
Annette	Walter	Humanities and Social Sciences
Lisa	Alvarez	Nursing and Health Sciences
Mary Ellen	Cvek	Nursing and Health Sciences
Helen	Hall	Nursing and Health Sciences
Fabiola	Josaphat	Nursing and Health Sciences
Bianka	King	Nursing and Health Sciences
Telcida	Sinclair	Nursing and Health Sciences
Tenecia	Williams	Nursing and Health Sciences
Kami	Andani	STEM
Kafayat	Balogun	STEM
Shereef	Balogun	STEM
Anass	Ennasraoui	STEM
Romana	Hassain	STEM
John	Nutakor	STEM
Bader	Risheg	STEM
Sharafdeen	Saidu	STEM
Rumana	Syed	STEM
Candice	Fernandez	Student Affairs



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**RECOMMENDATION:** *The President, Administration, and Personnel Committee recommend that the Board of Trustees approve New Hire Adjunct Instructors listed above as Personnel Recommendation Item No. 6.*

**7. MODIFICATIONS TO STAFFING TABLE**

**English and ESL**

With the departure of the Associate Dean of English and ESL in January 2022, we have chosen not to refill the vacant position. Instead, we recommend redistributing the oversight of English and ESL into the Division of Humanities and Social Sciences under the leadership and supervision of the Associate Dean of Humanities and Social Sciences. We further propose to create the position of Director of ESL and Academic Foundations English to provide focused support to ESL and Academic Foundations English faculty and programs. The position will report to the Associate Dean of Humanities and Social Sciences. These changes are funded through salary savings and will generate a net savings to the College of approximately \$12,000 associated with the elimination of the Associate Dean of English and ESL position.

<b>Current Approved Title</b>	<b>New Title/ Deleted Title (if applicable)</b>	<b>Incumbent (If applicable)</b>	<b>Salary Adjustment (If applicable)</b>	<b>Effective Date</b>
Associate Dean of English and ESL	Delete Title	N/A	N/A (Salary savings of \$98,800)	February 1, 2022
New Title	Director of ESL and Academic Foundations English	Jedediah Palmer (Interim)	Interim salary adjustment from \$60,099.99 to \$65,099.99	February 1, 2022
Associate Dean of Humanities and Social Sciences	No Change in Title	Alison Wakefield (Interim)	Interim salary adjustment from \$98,800 to \$120,000	February 1, 2022

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

**8. RESOLUTION TO APPROVE POLICIES ON PUBLIC SAFETY AND SECURITY, AND PROCUREMENT**

**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 Public Safety and Security, and Procurement; 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.

**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 1-8.**



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*1) Resignations; 2) Appointment of Staff; 3) Appointment of Temporary Full-time Staff; 4) Appointment of Temporary Full-time Faculty; 5) Authorization of Part-time Staff; 6) Appointment of New Hire Adjunct Instructors; 7) Modifications to Staffing Table; 8) Resolution to Approve Policies on Public Safety and Security, and Procurement.*

*Introduced by: Karen Fahrenholz**Seconded by: Pamela Gardner**9 Ayes.....0 Nays**Resolution Adopted*

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**Attachment for Item VIII., Personnel Recommendation #8**

**POLICY ON PUBLIC SAFETY AND SECURITY**

**Purpose**

The purpose of this Policy on Public Safety and Security is to provide a safe and secure environment that is conducive to the education, employment, and daily activities of our community, while serving everyone with respect, fairness, and compassion.

**Policy**

Public Safety is a significant asset for the College. The College and its Board of Trustees ("Board") are committed to providing a safe and secure environment supported by transparency, inclusion, and respect for all in the daily activities of our community.

The Board delegates to the President the responsibility to develop procedures and a system of internal controls for Public Safety and Security. The Office of Public Safety and Security will be responsible for implementation of this policy.

**Approved:** February 2022

**Approved by:** Board of Trustees

**Category:** Public Safety and Security

**Subcategory:** Public Safety and Security

**Scheduled for Review:** February 2025

**Responsible Department:** Office of Public Safety and Security

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## **POLICY ON PROCUREMENT**

### **Purpose**

The purpose of this Policy on Procurement is to set forth the procedures that need to be followed so that the procurement of goods and services complies with applicable laws.

### **Policy**

The procurement of goods and services is governed by various laws. The College and its Board of Trustees ("Board") are committed to complying with all laws to efficiently and effectively purchase needed goods and services. It is the policy of Hudson County Community College to procure all goods and services in accordance with applicable laws, including New Jersey's County College Contracts Law, N.J.S.A. 18A:64A-25.1, et seq.

The Board delegates to the President the responsibility to develop procedures and a system of internal controls for purchasing. The Finance Office will be responsible for implementation of the policy.

**Approved:** February 2022

**Approved by:** Board of Trustees

**Category:** Purchasing

**Subcategory:** Procurement

**Scheduled for Review:** February 2025

**Responsible Department:** Finance

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**IX. ACADEMIC AND STUDENT AFFAIRS RECOMMENDATIONS 1-5**

1. *Resolution Authorizing Memorandum of Understanding Between Hudson County Community College and Montclair State University was approved.*
2. *Resolution Authorizing Memorandum of Understanding Between Hudson County Community College and Stockton University was approved.*
3. *Resolution Authorizing Articulation Agreement Between Hudson County Community College and New Jersey City University for Academic Pathways in Cybersecurity was approved.*
4. *Resolution Authorizing Affiliation Agreement Between Hudson County Community College and New Jersey City University (NJCU) for Preceptorship Experiences for NJCU Students in the Graduate Nursing Program was approved.*
5. *Resolution Authorizing Agreement Between Hudson County Community College and Newark Board of Education for the Delivery of Culinary Arts Dual Credit Instruction was approved.*

*Introduced by: Pamela Gardner*

*Seconded by: Karen Fahrenholz*

*9 Ayes.....0 Nays*

*Resolution Adopted*

**X. NEW BUSINESS – No New Business**

**XI. ADJOURNMENT at 5:39 p.m.**

*Introduced by: Joseph Doria*

*Seconded by: Bakari Lee*

*9 Ayes.....0 Nays*

*Resolution Adopted*

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

**March 15, 2022**

**VII. FISCAL, ADMINISTRATIVE, LEASE, AND CAPITAL RECOMMENDATIONS**

**1. Resolution Authorizing Approval to Develop Property in the Journal Square Area for Permanent Use by Hudson County Community College (Chapter 12)**

**WHEREAS**, Hudson County Community College ("College") has previously identified and approved certain parcels of property located in the City of Jersey City, New Jersey, as part of the plan to develop a permanent presence in the Journal Square area; and,

**WHEREAS**, the State of New Jersey, beginning with the FY 2023 cycle, will make available to the College through the Chapter 12 Program up to Two Million Fourteen Thousand Dollars (\$2,014,000) for capital projects, plus additional funds in the amount up to Two Million Fourteen Thousand Dollars (\$2,014,000) to be provided by County or County Backed Bonds as per Chapter 12 requirements; and,

**WHEREAS**, the Capital Projects Advisory Committee of the Board of Trustees has determined that it is in the best interests of the College and in conformance with the College's Facilities Master Plan to use the above-described funds, which total up to Four Million Twenty-Eight Thousand Dollars (\$4,028,000), to further implement the College's Facilities Master Plan in Journal Square and all costs related thereto; and,

**WHEREAS**, the Board of Trustees is committed to supporting the annual operating costs and maintenance requirements for any new space to be constructed or acquired as a result of these projects; and,

**WHEREAS**, the Capital Projects Advisory Committee, Administration, and the Finance Committee of the Board of Trustees have approved this request for funding;

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Trustees of Hudson County Community College ("Trustees") approve up to Four Million Twenty-Eight Thousand Dollars (\$4,028,000) to implement the College's Master Plan in Journal Square.

**BE IT FURTHER RESOLVED** that the Board of Trustees request the Hudson County Community College Board of School Estimate and Hudson County Board of County Commissioners to make such certifications and enter into such agreements with the State of New Jersey for Chapter 12 funds as are required by the College to avail itself of the funds noted above for the undertaking of Capital Projects, including but not limited to: HCCC Tower, 71 Sip Avenue, 263 Academy Street, and 161 Newkirk Street, all as listed in the HCCC Master Plan, and any other projects that may be included therein, and also including all work and equipment necessary and incidental to the projects in the Journal Square area of Jersey City, New Jersey, for the purpose of further implementing the College's Facilities Master Plan and all costs related thereto.

**BE IT FUTHER RESOLVED** that the Board of Trustees request the Hudson County Community College Board of School Estimate to endorse, and the Board of County Commissioners to provide, such additional funding as may be required to meet the total cost of the project described herein.

**2. Resolution Approving 2023 Operating Budget**

**REPORT/BACKGROUND:**

**The proposed College FY 2023 Operating Budget is \$68,259,427. Following are guiding principles for development of the 2023 budget, which are conservative.**

- Continue to reduce where possible administrative and operating expenses in all areas of the College.

- Continue to keep employees whole to the fullest extent possible, also a principle of USDOE in the CARES Act funding guidelines.
- Negotiate new multiple-year contracts for continued improvement in internal and external employee compensation equity.
- Continue to grow enrollment to reach and exceed pre-pandemic levels, based on lessons learned during the pandemic.
- Apply federal stimulus one-time funding where appropriate to areas of pandemic-related expenditure increases and revenue shortfalls.
- Advocate a 5.1% increase in FY 2023 Hudson County appropriation.
- Project stable FY 2023 enrollment from 2021-22, a conservative estimate.

**The proposed Fiscal Year 2023 budget is based on the following assumptions regarding funding sources:**

- Tuition and Fees – unchanged for a third year in consideration of students' fiscal hardship imposed by COVID-19, and level enrollment from 2021-22, a conservative estimate.
- State Appropriation – level with 2022 appropriation received.
- County Appropriation – 5.1% increase to support third-year tuition and fee freeze, and elimination of student application fee; FY 2022 request was 5.3%.
- Other Revenue – level from FY 2021.

**The proposed budget by funding source is as follows:**

**FUNDING SOURCE AMOUNT (%)**

Tuition and Fees	\$33,163,570	49%
County Appropriation	\$20,145,250	29%
State Appropriation	\$8,819,010	13%
Other Revenue*	\$6,131,597	9%
<b>Total</b>	<b>\$68,259,427</b>	<b>100%</b>

\*Includes use of stimulus funds, if necessary

This is a conservative budget that reflects a 5% increase over the 2022 operating budget including anticipated new contracts currently under negotiation. This budget will meet contractual obligations and reflects reductions in operating expenditures and use of federal stimulus funding in order to balance the budget with the projected funding sources where necessary.

**RECOMMENDATION:**

The Administration and Finance Committee recommend that the Board of Trustees approve the Fiscal Year 2023 Operating Budget in the amount of \$68,259,427.

**3. Resolution Authorizing Purchase of Identity Verification and Access Management Software to be Funded by the American Rescue Plan (ARP) Grant**

**WHEREAS**, Hudson County Community College ("College") needs software to create and terminate accounts quickly, properly, and set permissions for students, faculty and staff to protect personal and sensitive information security and privacy; and,

**WHEREAS**, the software provides provisioning, access governance, multi-factor authentication and password management for all instruction and college business, which is being conducted electronically due to COVID-19, and employees' and students' accounts must be more tightly and automatically controlled; and,

**WHEREAS**, pursuant to N.J.S.A 18A:64A:25.19, the College may, without public advertisement, purchase goods and/or services through State contracts; and,

**WHEREAS**, GHA Technologies, Inc. (New Jersey State Contract #40166) submitted a proposal for the software at a total cost of \$230,178 for the term of the contract; and,

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

**WHEREAS**, the cost of these services will be funded from the American Rescue Plan (ARP) Grant; and,

**WHEREAS**, the Administration and Finance Committee recommend payment of this purchase;

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Trustees of Hudson County Community College award a contract to GHA Technologies, Inc. of Phoenix, Arizona, for access management software at a cost not to exceed \$230,178.

**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 Wi-Fi Upgrades to be Funded by the American Rescue Plan (ARP) Grant**

**WHEREAS**, Hudson County Community College ("College") needs to upgrade the Wi-Fi systems throughout the Journal Square and North Hudson Campuses to offer remote internet access to students and faculty; and,

**WHEREAS**, pursuant to N.J.S.A 18A:64A:25.19, the College may, without public advertisement, purchase goods and/or services through State contracts; and,

**WHEREAS**, Aspire Technology Partners (State Contract # A87720) has submitted a proposal for the necessary equipment and installation for Wi-Fi upgrades at a cost not to exceed \$85,530; and,

**WHEREAS**, the cost of these services will be funded from the American Rescue Plan (ARP) Grant; and,

**WHEREAS**, the Administration and the 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 services as described herein at a cost not to exceed \$85,530.

**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 Purchase of Interactive Projector Systems to be Funded by the American Rescue Plan (ARP) Grant**

**WHEREAS**, Hudson County Community College ("College") needs to purchase twenty-nine (29) interactive projector systems to support remote work and instruction; and,

**WHEREAS**, pursuant to N.J.S.A 18A:64A:25.19, the College may, without public advertisement, purchase goods and/or services through State contracts; and,

**WHEREAS**, SHI International Corp. (State Contract #269EMCPS-21-001) has submitted a proposal for projector upgrades at a cost not to exceed \$112,445; and,

**WHEREAS**, the cost of these services will be funded from the American Rescue Plan (ARP) Grant; and,

**WHEREAS**, the Administration and the Finance Committee recommend this award;

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Trustees of Hudson County Community College award a contract to SHI International Corp. of Somerset, New Jersey, to provide interactive projector systems at a cost not to exceed \$112,445.

**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 Purchase and Installation of ITV Equipment to be Funded by the American Rescue Plan (ARP) Grant**

**WHEREAS**, Hudson County Community College ("College") needs to purchase and install ITV equipment in Gabert Library Room 003 to support remote services during the pandemic; 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 # A87720) has submitted a proposal for the necessary ITV equipment and installation at a cost not to exceed \$64,683; and,

**WHEREAS**, the cost of these services will be funded by the American Rescue Plan (ARP) Grant; and,

**WHEREAS**, the Administration and the 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 services as described herein at a cost not to exceed \$64,683.

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

**7. Resolution Authorizing Purchase of Furniture for Training Room in the Gabert Library**

**WHEREAS**, Hudson County Community College ("College") needs to purchase tables and chairs to create a training room in the Gabert Library Room L026; 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**, Commercial Furniture Interiors (NJ State Contract #: A81705) submitted a proposal for the delivery and installation of furniture at a cost not to exceed \$10,058; and,

**WHEREAS**, the cost of these services will be funded from Chapter 12 funds; and,

**WHEREAS**, the Administration, Finance Committee, and Capital Projects Advisory Committee recommend payment for these services;

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Trustees of Hudson County Community College award a contract to Commercial Furniture Interiors of Mountainside, New Jersey, to provide training room furniture as described herein at a cost not to exceed \$10,058.



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

**8. Resolution Authorizing Annual Commencement Formal Dinner for Graduates**

**WHEREAS**, Hudson County Community College ("College") holds an annual Commencement dinner for graduates; and,

**WHEREAS**, the dinner will take place on Thursday, May 19, 2022 at Hudson House ("HH"); and,

**WHEREAS**, pursuant to N.J.S.A. 18A:64A-25.5(a)(7), the procurement of food supplies and services are exempt from public bidding; and,

**WHEREAS**, HH will host the dinner at a total cost not to exceed \$38,017; and,

**WHEREAS**, the cost of this dinner will be funded from the Student Life Fee; 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 approve the dinner at Hudson House of Jersey City, New Jersey, as described herein at a cost not to exceed \$38,017.

**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.

**9. Resolution Authorizing Funds for Scholarships from Sale of Personal Property**

**WHEREAS**, pursuant to N.J.S.A. 18A:64A-25.27, Hudson County Community College's ("College") Board of Trustees approved a sale of personal property on November 23, 2021; and,

**WHEREAS**, the Board of Trustees desires that the funds from this sale, and any future sales, should be used for scholarships for students; and,

**WHEREAS**, the total amount received from the sale was \$2,279; and,

**WHEREAS**, the Administration and the Finance Committee recommend allocating the funds for scholarships;

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Trustees of Hudson County Community College direct that the funds from the sale of personal property be used towards scholarships for students.

**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 Sale of Personal Property**

**WHEREAS**, Hudson County Community College's ("College") Library owns technology equipment that is no longer needed for College purposes (see Attachment I for list of property); and,

**WHEREAS**, pursuant to N.J.S.A. 18A:64A-25.27, the College may sell personal property no longer needed for College purposes; and,

**WHEREAS**, the estimated fair market value of each category of property is less than \$25,000; and,

**WHEREAS**, GovDeals.com has provided a proposal to sell the property through the Sourcewell National Cooperative, which amount is anticipated to be less than 20% of the College's bid threshold; and,

**WHEREAS**, the Administration and Finance Committee recommend sale of the personal property;

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Trustees of Hudson County Community College hereby authorize the sale of personal property set forth above.

**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 Naming of the Atrium at the North Hudson Campus in Honor of Congressman Albio Sires**

**WHEREAS**, Hudson County Community College ("College") wants to rename the Atrium at the North Hudson Campus, located at 4800 Kennedy Boulevard, in honor of Congressman Albio Sires ("Sires"); and,

**WHEREAS**, Sires has been a strong partner and valued supporter of the College and is held in high esteem and affection by the trustees, his colleagues on the faculty and staff, the College's students, and the community he served; and,

**WHEREAS**, Sires has announced his retirement from public service effective at the conclusion of his current term in office; and,

**WHEREAS**, Sires was born in the Cuban town of Bejucal and grew up in the waning years of pre-Communist Cuba; and,

**WHEREAS**, Sires' family fled in January 1962 with the help of relatives in the United States; and,

**WHEREAS**, Sires became a star basketball player at Memorial High School and received a four-year basketball scholarship from Saint Peter's College, going on to receive a Master's Degree from Middlebury College in Vermont; and,

**WHEREAS**, Sires was a teacher and business owner before entering public service; proudly served as Mayor of West New York, New Jersey from 1995 to 2006; and served in the New Jersey State Assembly, where he served two terms as Speaker of the Assembly; and,

**WHEREAS**, Sires has dedicated his public life to advocating affordable housing, a living wage, and public education; and,

**WHEREAS**, Sires has continuously championed Hudson County Community College; and,

**WHEREAS**, the Administration and Capital Projects Advisory Committee recommend the naming;

**NOW, THEREFORE, BE IT RESOLVED** that the Atrium on the first floor of the North Hudson Campus be named the Congressman Albio Sires Atrium in honor of the significant contributions of Albio Sires to the College community, Hudson County, and in reflection of the universal esteem and affection in which he is held.

**BE IT FURTHER RESOLVED** that this resolution become effective immediately and that the College Administration is directed to arrange for appropriate signage to reflect this designation.

**BE IT FURTHER RESOLVED** that the Board of Trustees authorize the 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 Finance Committee as outlined above in **Item VII., Fiscal, Administrative, Lease and Capital Recommendations 1-11:**

1) Resolution Authorizing Approval to Develop Property in the Journal Square Area for Permanent Use by Hudson County Community College (Chapter 12); 2) Resolution Approving 2023 Operating Budget; 3) Resolution Authorizing Purchase of Identity Verification and Access Management Software to be Funded by the American Rescue Plan (ARP) Grant; 4) Resolution Authorizing Wi-Fi Upgrades to be Funded by the American Rescue Plan (ARP) Grant; 5) Resolution Authorizing Purchase of Interactive Projector Systems to be Funded by the American Rescue Plan (ARP) Grant; 6) Resolution Authorizing Purchase and Installation of ITV Equipment to be Funded by the American Rescue Plan (ARP) Grant; 7) Resolution Authorizing Purchase of Furniture for Training Room in the Gabert Library; 8) Resolution Authorizing Annual Commencement Formal Dinner for Graduates; 9) Resolution Authorizing Funds for Scholarships from Sale of Personal Property; 10) Resolution Authorizing Sale of Personal Property; and 11) Resolution Authorizing Naming of the Atrium at the North Hudson Campus in Honor of Congressman Albio Sires.

**INTRODUCED BY:**

Bakari Lee

**SECONDED BY:**

Silvia Rodriguez

**DATE:**

March 15, 2022

Doria, Joseph	<u>Absent</u>
Fahrenholz, Karen	<u>Aye</u>
Galvin, Adamarys	<u>Absent</u>
Gardner, Pamela	<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>

8    Aye                      0    Nay

**\*\*\*RESOLUTION ADOPTED\*\*\***

Alexa Riano  
Signature of Recorder

3/15/2022  
Date

**Attachment I****Property List – Resolution #10 – Authorizing Sale of Personal Property List****1. Computer Equipment (Product Name/Serial Number)**

1. *Apple MC769LL/A/DMPL13PLDFHW*
2. *Apple MC769LL/A/DMPK1AKJDFHW*
3. *Apple MC769LL/A/DMPK13DWDFHW*
4. *Apple MC769LL/A/DMPK1AHMDFHW*
5. *Apple MC769LL/A/DMPK186QDFHW*
6. *Apple MC769LL/A/DYVJVB7VDFHW*
7. *Apple MC769LL/A/DKVLQ11RDFHW*
8. *Apple MC769LL/A/DMPK16QUDFHW*
9. *Apple MC769LL/A/DMPK18JJDFHW*
10. *Apple MC769LL/A/DMPK13KWDFHW*
11. *Apple MC769LL/A/DMPK18Q3DFHW*
12. *Apple MC769LL/A/DMPK16R9DFHW*
13. *Apple MC769LL/A/DMPK175VDFHW*
14. *Apple MC769LL/A/DMPL1EBUDFHW*
15. *Apple MC769LL/A/DMPL1EBUDFHW*
16. *Apple MC769LL/A/DMPK1AD8DFHW*
17. *Apple MC769LL/A/DMPK16QSDFHW*
18. *Apple MC769LL/A/DMPK1AJ1DFHW*
19. *Apple MC769LL/A/DMPK1A2MDFHW*
20. *EPSON EMP-755/GWUG620330F*
21. *EPSON EMP-755/GWUG620331F*
22. *EPSON EMP-755/GWUG630039F*
23. *EPSON EMP-765/GWAG590097F*
24. *EPSON EMP-765/GWAG590066F*
25. *EPSON EMP-765/GWAG590083F*

- 26. EPSON EMP-822/JXUF7Z0454L
- 27. EPSON EMP-822/JXUF7Z0448L
- 28. EPSON EMP-822/JXUF7Z0458L
- 29. EPSON EMP-822/JXUF7Z0445L
- 30. EPSON EMP-822/JXUF7Z0460L
- 31. EPSON EMP-822/JXUF7Z0457L
- 32. EPSON PowerLite 1266 H845A/X4LY7Z0012L
- 33. EPSON PowerLite 1266 H845A/X4J97Z00063
- 34. EPSON PowerLite 1266 H845A/X4LY7Z0007L
- 35. HP Compaq 8510p/CNU833243L
- 36. HP Compaq 8510p/CNU8331Z4F
- 37. HP ProBook 6550b/CNU1164X30
- 38. InFocus LP530/7KN34491294
- 39. Latitude D630/68C4CG1
- 40. Latitude D630/48C4CG1

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

**March 15, 2022**

**VIII. PERSONNEL RECOMMENDATIONS**

**1. RETIREMENTS**

<b>First Name</b>	<b>Last Name</b>	<b>Title</b>	<b>Effective Date</b>
Harvey	Rubinstein	Professor of English	September 1, 2022
Gregory	Smith	Accounts Payable Officer	June 1, 2022

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

**2. RESIGNATIONS**

<b>First Name</b>	<b>Last Name</b>	<b>Title</b>	<b>Effective Date</b>
Tyiesha	Hargrove	CTE Academic Mentor	February 28, 2022
Iraida	Izaguirre	Student Success Coordinator, Reentry Students	March 3, 2022
Ashley	Shaw	Student Success Coordinator, Incarcerated Students	March 15, 2022

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

**3. APPOINTMENT OF STAFF**

<b>First Name</b>	<b>Last Name</b>	<b>Title</b>	<b>Effective Date</b>	<b>Annual Salary</b>
Cristhian C.	Altamirano	Assistant Director of Early College Programs	April 4, 2022	\$ 55,000.00
Anita	Belle	Grant Project Director (Grant-funded)	April 1, 2022	\$ 80,000.00
Marian	Betancourt	Student Success Coordinator, Reentry Students (Grant-funded)	March 16, 2022	\$ 40,000.00
Dan	Brookes	Business Developer (Grant-funded)	April 1, 2022	\$ 67,600.00
Laurice	Dukes	Healthcare Coordinator (Grant-funded)	April 1, 2022	\$ 41,600.00
Christian	Liebl	Secretary	March 16, 2022	\$ 35,000.00
Siddhi	Londhe Gupta	CTE Academic Mentor (Grant-funded)	March 16, 2022	\$ 48,000.00
Alena	Magay	Student Success Coordinator, Operating Engineers Dual Education Program (Grant-funded)	March 16, 2022	\$ 40,000.00
Cecily	McKeown	Instructional Technologist, Multimedia Specialist	March 16, 2022	\$ 65,000.00
Fabiola	Ocean	Student Success Coordinator, Incarcerated Students (AWPP) (Grant-funded)	March 16, 2022	\$ 40,000.00
Maria Lita	Sarmiento	Alumni Manager (Grant-funded)	April 1, 2022	\$ 52,000.00
Denzel	Smith	Custodial Supervisor	March 21, 2022	\$ 41,500.00
Imane	Zehaf	CTE Career Coach (Grant-funded)	March 28, 2022	\$ 45,000.00

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

**4. APPOINTMENT OF TEMPORARY FULL-TIME STAFF**

<b>First Name</b>	<b>Last Name</b>	<b>Title</b>	<b>Effective Date</b>	<b>Anticipated End Date</b>	<b>Annual Salary</b>
Natalia	Da Silva	Development Assistant	March 16, 2022	June 30, 2022	\$ 40,000.00

**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. 4.*

#### 5. APPROVAL OF FACULTY TENURE

*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 Chief Academic Officer to the President for approval and presentation to the Board of Trustees.*

*The following faculty are recommended for tenure at the rank of Assistant Professor effective Academic Year 2022-23.*

Bernard Adamitey, Instructor of Academic Foundations Math

Mohammad Qasem, Instructor of Physics

Gilda Reyes, Instructor of Speech

**RECOMMENDATION:** *The President, Administration, and Personnel Committee recommend that the Board of Trustees approve the Faculty Tenure and Promotions above as Personnel Recommendation Item No. 5.*

#### 6. AUTHORIZATION OF PART-TIME STAFF THROUGH MARCH 2023, AS NEEDED

FIRST NAME	LAST NAME	DEPARTMENT	TITLE	POSITION ID	SUPERVISOR
Samantha	Rodriguez	Business, Culinary Arts, and Hospitality Management	Receiving Clerk	RECLERK-101030	Ara Karakashian
Emely	Martinez	Business, Culinary Arts, and Hospitality Management	Receiving Clerk	RECLERK-101030	Ara Karakashian
Tayyaba	Hafeez	Nursing and Health Sciences	Part-time Office Assistant	101016-5054	Catherine Sirangelo
David	Benjamin	Continuing Education and Workforce Development	Part-time Instructor	PTINST-102010	Chastity Farrell
Kimberly	Sumpter	Continuing Education and Workforce Development	Part-time Instructor	PTINST-102010	Chastity Farrell
Dileesha	Patel	English and ESL	Office Assistant	OFFAST-101040	Elham Kamali
Kyle	Robinson	Continuing Education and Workforce Development	Part-time Instructor	PTINST-606000	Lori Margolin
Luisa	Carranza	English and ESL	Office Assistant	OFFAST-101035	Jedediah Palmer
Lesley	Polanco	Purchasing	Office Assistant	OFFAST	Jeff Roberson
Suleiny	Rodriguez De La Rosa	Student Affairs	COVID Office Assistant	OFFAST	Lisa Dougherty
Ayman	Azab	Academic Foundations Math	Office Assistant	OFFAST-101041	Pamela Bandyopadhyay
Isaiah	Fudge	Grants	Academic Coach	601021	Pamela Bandyopadhyay
Stephen	Giordano III	Grants	Academic Coach	601021	Pamela Bandyopadhyay
Ella	Mukasa	Tutorial Services	Tutor	TUTOR-150505	Pamela Bandyopadhyay
Xavier	Pratt	Office of Student Life and Leadership	Diversity, Equity, and Inclusion Student Passport Program Student Navigator	604005	Veronica Gerosimo

**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. 6.

**7. APPOINTMENT OF NEW HIRE ADJUNCT INSTRUCTORS**

First Name	Last Name	Department
Yun	Kim	Humanities and Social Sciences
Jane	Park	Humanities and Social Sciences
Sunhee	Song	Humanities and Social Sciences

**RECOMMENDATION:** The President, Administration, and Personnel Committee recommend that the Board of Trustees approve New Hire Adjunct Instructors listed above as Personnel Recommendation Item No. 7.

**8. MODIFICATION TO STAFFING TABLE**

Current Approved Title	New Title/ Deleted Title (if applicable)	Incumbent (If applicable)	Salary Adjustment (If applicable)	Effective Date
N/A	Development Assistant	Natalia Da Silva (Temporary Full-time)	\$40,000	March 16, 2022

**RECOMMENDATION:** The President, Administration, and Personnel Committee recommend that the Board of Trustees approve the Modification to Staffing Table listed above as Personnel Recommendation Item No 8.

**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 1-8.**

1) Retirements; 2) Resignations; 3) Appointment of Staff; 4) Appointment of Temporary Full-time Staff; 5) Approval of Faculty Tenure; 6) Authorization of Part-time Staff; 7) Appointment of New Hire Adjunct Instructors; and 8) Modification to Staffing Table.

**INTRODUCED BY:** Karen Fahrenholz

**SECONDED BY:** Jeanette Peña

**DATE:** March 15, 2022

Doria, Joseph	<u>Absent</u>
Fahrenholz, Karen	<u>Aye</u>
Galvin, Adamarys	<u>Absent</u>
Gardner, Pamela	<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>

8 0 May

**\*\*\*RESOLUTION ADOPTED\*\*\***

Alexa Riano  
Signature of Recorder

3/15/2022  
Date



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

**March 15, 2022**

**IX. ACADEMIC AND STUDENT AFFAIRS**

**1. Resolution Authorizing Amended Agreement Between Hudson County Community College and West New York Board of Education for the Delivery of Dual Credit Instruction**

**WHEREAS**, Hudson County Community College ("College") seeks to amend the list of course offerings and the fiscal arrangement of its Agreement ("Agreement") with the West New York Board of Education ("WNYBOE") for the delivery of Dual Credit Instruction, effective March 15, 2022; and,

**WHEREAS**, the term of the Agreement is Academic Year 2021-22; and,

**WHEREAS**, the Administration, and the Academic and Student Affairs Committee, recommend the Agreement as amended;

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Trustees of Hudson County Community College approve the amended Agreement between Hudson County Community College and West New York Board of Education, effective March 15, 2022.

**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 Approving Option in Social Justice Advocacy to the Associate of Science in Human Services Degree Program (60 credits) [CIP Code: 30.2301]**

**WHEREAS**, Hudson County Community College ("College") aims to provide high-quality educational opportunities that promote student success and upward social and economic mobility; and,

**WHEREAS**, the College seeks to expand its offerings to meet student and market demand; and,

**WHEREAS**, the College has developed an Option in Social Justice Advocacy to the existing Associate of Science in Human Services degree program to address student and market demand; and,

**WHEREAS**, the Option in Social Justice Advocacy to the existing Associate of Science in Human Services degree provides students with the knowledge to ensure access, equity, and diversity in their future professions, within their future agencies, and in their communities, and prepares students to transfer to Bachelor of Social Work degree programs at four-year colleges and universities; and,

**WHEREAS**, the Administration, and the Academic and Student Affairs Committee, recommend the approval of the Option in Social Justice Advocacy to the existing Associate of Science in Human Services degree, effective January 2022;

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Trustees of Hudson County Community College hereby approve the Option in Social Justice Advocacy to the existing Associate of Science in Human Services degree program.

**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, the Administration, and the Academic and Student Affairs Committee as outlined above in **Item IX., Academic and Student Affairs Recommendations 1 and 2:**

1) Resolution Authorizing Amended Agreement Between Hudson County Community College and West New York Board of Education for the Delivery of Dual Credit Instruction; and 2) Resolution Approving Option in Social Justice Advocacy to the Associate of Science in Human Services Degree Program (60 credits) [CIP Code: 30.2301].

**INTRODUCED BY:** \_\_\_\_\_

**SECONDED BY:** \_\_\_\_\_

**DATE:** March 15, 2022

Doria, Joseph	<u>Absent</u>
Fahrenheit, Karen	<u>Aye</u>
Galvin, Adamarys	<u>Absent</u>
Gardner, Pamela	<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>

8                      0    Nay

**\*\*\*RESOLUTION ADOPTED\*\*\***

Alexa Riano  
Signature of Recorder

3/15/2022  
Date



**Amendment to Agreement  
Between Hudson County Community College and West New York Board of Education for  
Delivery of Dual Credit Instruction for Academic Year 2021-2022**

This Amendment to Agreement between Hudson County Community College and West New York Board of Education for Delivery of Dual Credit Instruction Academic Year 2021-2022 is effective as of March 15, 2022.

WHEREAS, Hudson County Community College (“HCCC”) and the West New York Board of Education (“WNYBOE”) are parties to an Agreement Between Hudson County Community College and West New York Board of Education for the Delivery of Dual Credit Instruction Academic Year 2021-2022 (“Agreement”); and,

WHEREAS, HCCC and WNYBOE desire to amend the Agreement in accordance with the terms and conditions set forth below.

NOW, THEREFORE, for good and valuable consideration, the adequacy of which is hereby acknowledged, the parties agree to amend the Agreement as follows:

1. The above recitals are incorporated herein by reference.
2. The section with the heading **Courses for AY (2021-2022)**, located on page 2, is amended as follows:
  - a. Delete: Calculus – MAT-111 (4 Credits)
3. Section **Fiscal Arrangement**, is amended as follows:
  - a. Delete In subsection A and replace with the following

“A. HCCC shall directly invoice the WNYBOE students for tuition in accordance with the following charges and terms for the 2021-22 academic year:

    1. For courses taught by high school instructors during the school day as part of their regular teaching responsibilities, the WNYBOE students will be required to pay HCCC tuition of \$37.25 per credit.
    2. For courses taught by HCCC faculty during or after the school day, WNYBOE students will be required to pay HCCC tuition of \$74.50 per credit.”
  - b. Delete subsection B and replace with the following:

“B. WNYBOE students shall be required to make full payment to HCCC no later than sixty (60) days of the WNYBOE student’s receipt of the bill from HCCC.

Non-payment or late payment of all or part of an invoice may result in the student being refused enrollment for the class, 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."

- c. In subsection D add "students" following each instance of WNYBOE.
- 4. All other terms and conditions of the Agreement shall remain the same.

SIGNED:

\_\_\_\_\_  
 President or Designee  
 Hudson County Community College

\_\_\_\_\_  
 Date

\_\_\_\_\_  
 Superintendent or Designee  
 West New York Board of Education

\_\_\_\_\_  
 Date



## PROGRAM ANNOUNCEMENT COVER PAGE

Date: February 4, 2022

Institution:	Hudson County Community College
New Program Title:	Human Services-Social Justice Advocacy Option
Degree Designation:	Associate of Science
Programmatic Mission Level For Institution	Associate
Degree Abbreviation:	HUS.SJA.AS
CIP Code and Nomenclature (if possible): <i>If outside the classification indicate Not Applicable.</i>	30.2301
Campus(es) where the program will be offered:	<i>Journal Square Campus      North Hudson Campus</i> <i>70 Sip Avenue                      4800 Kennedy Boulevard</i> <i>Jersey City, NJ 07306      Union City, NJ 07087</i>
Date when program will begin (month and year):	September 2022
List the institutions with which articulation agreements will be arranged:	Rutgers University-Newark (Social Work) New Jersey City University (Social Work)

Is licensure required of program graduates to gain employment?      \_\_\_\_ Yes      X      No

Will the institution seek accreditation for this program?      \_\_\_\_ Yes      X      No

▪ If yes, list the accrediting organization:

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### Program Announcement Narrative:

- Objectives      page(s): 1, 2, 3, 4, 5
- Need      page(s): 5, 6, 7
- Student enrollments      page(s): 7
- Program resources      page(s): 8



## **PROGRAM ANNOUNCEMENT**

### **Associate of Science (A.S) Human Services-Social Justice Advocacy Option**

#### **Program Announcement Narrative**

##### **I. Objectives**

Hudson County Community College proposes an Associate of Science in Human Services-Social Justice Advocacy Option. The proposed option in Social Justice Advocacy is an interdisciplinary program that allows students to gain knowledge to ensure access, equity, and diversity in their future professions, within their future agencies, and in their communities. Safer and inclusive practices can transform communities in rural, suburban, and urban areas. Each social justice-focused course challenges participants to examine their personal biases and to develop social justice outcomes at the end of each class. Furthermore, the required internship course for this program provides students with the necessary skillset in networking and building professional partnerships. Students with an A.S. in Human Services-Social Justice Advocacy Option can transfer to a 4-year degree program in Social Work, and pursue graduate studies in Social Work or Counseling. The required internship course in this degree option, coupled with classes in community health, psychology, and sociology assist graduates in expanding and deepening their critical thinking in preparation for careers in the helping profession.

##### **Catalog Program Description:**

The Human Services-Social Justice Advocacy Degree Option provides an interdisciplinary program that allows students to gain knowledge to ensure access, equity, and diversity in their future professions, within their future agencies, and in their communities. Safer and inclusive practices can transform communities in rural, suburban, and urban areas. Each social justice-focused course challenges participants to examine their personal biases and to develop social justice outcomes at the end of each class. Furthermore, the required internship course for this program provides students with the necessary skillset in networking and building professional partnerships. Students with an A.S. in Human Services-Social Justice Advocacy Option can transfer to 4-year degree program in Social Work, and pursue graduate studies in Social Work or Counseling. The required internship course in this degree option, coupled with classes in community health, psychology, and sociology assist graduates in expanding and deepening their critical thinking in preparation for careers in the helping profession.

The A.S. in Human Services-Social Justice Advocacy Option does not exceed the programmatic mission of Hudson County Community College.

##### **II. Evaluation and Learning Outcomes Assessment Plan for the Program**

###### **Program Goals**

The HCCC Associate of Science in Human Services-Social Justice Advocacy Option Degree will:

- A. Prepare students to be able to transfer to four-year universities in the social sciences, namely in the areas of counseling and social work.

- B. Provide students with the required knowledge and skillset to prepare for work environments that require social justice components to succeed with networks, clients, colleagues, supervisors, and communities. This required knowledge includes, but is not limited to, cultural competence, ethics, and the ability to access resources, and skills to assist with building allies for community partnerships.
- C. Meet goals of the Institutional Strategic Plan (Direction 2 and Direction 3).

### **Program Learning Outcomes**

Upon successful completion of this degree option, students will be able to:

1. Formulate an understanding of the history and purpose of social justice and advocacy.
2. Analyze the historical nuances of discrimination and inequities related to income, race, ethnicity, biological sex, and gender identity.
3. Demonstrate effective communication skills for networking with future colleagues, supervisors, politicians, local school boards, and neighbors.
4. Construct social justice plans to support the building of access to services for underserved citizens based on immigration status, age, sexual orientation, religious affiliation, and special needs (physical, educational, psychological).
5. Apply social justice action plans to respective communities and internship sites using acquired social justice skillsets.

<b>Program Learning Outcomes</b>	<b>Student Learning Objectives</b>	<b>Courses or Other Points in the Curriculum Where Outcomes are Assessed</b>	<b>Assessment Method or Tools</b>
1. Formulate an understanding of the history and purpose of social justice and advocacy.	1.1 Explore the origin of social justice and the importance of community organization.	HUS 221 Community Organization	Essays  Midterm and/or Final Exams
	1.2 Identify the various populations that social justice professionals have historically assisted with equity and access to justice.	INTD 150 Introduction to Advocacy	Case Studies  Reaction Papers
	1.3 Design a blueprint of networks that includes organizations, activists, etc. working closely with advocacy to fight	HUS 221 Community Organization	“Family Tree” Design of Community Organizations  PowerPoint Presentation  Portfolio

	discrimination, exclusion, etc.		
2. Analyze the historical nuances of discrimination and inequities related to income, race, ethnicity, biological sex, and gender identity.	<p>2.1 Recognize crucial incidents in the history of criminal justice where citizen rights were violated by arrest, sentencing, and incarceration</p> <p>2.2. Analyze key policies that historically favored middle class and wealthy citizens at the expense of the “other”.</p> <p>2.3 Develop a plan to create social justice practices in respective community and/or future workplace.</p>	<p>INTD 150 Introduction to Advocacy</p> <p>HUS 101: Introduction to Human Services</p> <p>HUS 231 Human Services Internship I</p>	<p>Case Studies</p> <p>Midterm and Final Exams</p> <p>Essays , Research Papers, Exams</p> <p>Reaction Papers</p> <p>Evaluations from Supervisor</p>
3. Demonstrate effective communication skills and needs for networking with future colleagues, supervisors, politicians, school boards, and neighbors.	<p>3.1 Identify personal strengths and weakness related to verbal and written communication.</p> <p>3.2 Create a plan to utilize social justice concepts to network with professionals involved in assisting special populations.</p> <p>3.3 Apply social justice skillset to engage in verbal and written communication</p>	<p>HUS 231 Human Services Internship I</p> <p>INTD 150 Introduction to Advocacy</p> <p>INTD 270 Restorative and Social Justice</p>	<p>Essays</p> <p>Evaluations from Site Supervisor</p> <p>Social Justice Advocacy Plan Summary</p> <p>Journal Entries</p> <p>Interview with subject of choice e.g., local politician, criminal justice employee; job trainer, etc.</p>
4. Construct social justice plans that	4.1 Explore legal issues related to access and	INTD 275 Restorative and Soc Just Fieldwork	Meeting e.g., City Council; Community



<p>work to support access to services for underserved citizens based on immigration status, disabilities, sexual orientation, religious affiliation, and/or marital status.</p>	<p>discriminatory practices in healthcare, education, and mental health treatment based on immigration status, sexual orientation, and disabilities.</p> <p>4.2. Interpret the roadblocks to building access and inclusion for special populations in job training, drug rehabilitation, and housing.</p> <p>4.3 Construct plans to communicate with professionals who support social justice concepts for underserved populations.</p>	<p>HUS 221 Community Organization</p> <p>HUS 121 Helping Strategies and Relationships</p>	<p>Center; Islamic Center Jersey City, etc. Case Studies</p> <p>Social Justice Advocacy Plan Summary</p> <p>Interview professional of choice e.g., local community activist, attorney, LGBTQ+ advocate, job trainer, etc.</p> <p>Journal Entries</p> <p>Event Attendance e.g. local chapter PACCAL; March of Dimes; etc.</p>
<p>5. Apply social justice action plans in respective communities and future workplaces.</p>	<p>5.1 Describe avenues necessary to work with local community members to influence social justice e.g., neighbors, school board members, etc.</p> <p>5.2 Evaluate options for seeking avenues of access, equity, and inclusion in future workplace settings</p> <p>5.3 Engage key social justice figures in respective community for social justice activity e.g., community meeting, RJ Workshop, etc.</p>	<p>INTD 275 Restorative and Soc Just Fieldwork</p> <p>INTD 270 Restorative and Social Justice</p> <p>INTD 275 Restorative and Soc Just Fieldwork</p>	<p>Meeting Attendance e.g. NAACP, Hudson County Latino Foundation, CARES Act Assistance &amp; Resources, etc.</p> <p>Interview professionals of choice in social justice field e.g. community activist, juvenile justice advocate, etc.</p> <p>Social Justice Plan Summary</p> <p>Restorative Justice Workshop, Seminar, RJ Circle, Hudson Pride, United Cerebral Palsy, Center for Immigration Representation</p>

### Long Term Program Evaluation:

The College wide assessment team long with the Institutional Research Department will work together to assess the program in the following manner:

A. 80% of students will receive an overall rating of four (4) on their internship evaluations by site supervisors.

B. 90% of students will be satisfied with the program based upon graduation satisfaction surveys.

Assessment Tool	Target Audience	Purpose	Timetable
WEAVE	College Community	Document and collect data on goals and learning outcomes	Yearly
Program Enrollment	College Community	Monitor need for Program	Yearly
Program Completion	College Community	Monitor retention and graduation rates	Yearly
Percentage of transfer to 4-year institution	College Community	Asses percentage of students accepted to 4-year schools	Yearly

### III. Relationship of the program to institutional strategic plan and its effect on other institutional programs at the same institution.

In alignment with the College's mission statement to provide high quality educational opportunities that promote student success, this program helps students with transfer to a 4-year institution and attaining a job in the field. The program is accessible to all students. This degree option includes required general education classes, major specialization courses in human services and social justice, and restricted major elective course options to any of the following disciplines: community health, psychology, economics, interdisciplinary studies, and history.

In alignment with Strategic Direction 2, the degree option allows students the opportunity to enroll in interdisciplinary classes that will not only enhance their individual academic efforts in deepening the full understanding of social justice advocacy, but also aligns with the College's mission in expanding the principles of PACDEI (President's Advisory Council on Diversity, Equity, & Inclusion) for staff, students, and faculty. Furthermore, this degree option supports Strategic Direction 3 because the degree option allows for articulations with two area universities, and continued partnerships in the surrounding HCCC community that foster internships for students in this program.

### IV. Need

Although social justice reform is nothing new, the need to address the inequities in income, education, healthcare, and social services aligns with the urgency for students to become social justice practitioners. Furthermore, the murder of George Floyd made international news and revamped urgent demands for justice reforms in policing. An HCCC graduate under the Social Justice Advocacy Option may transfer to a university to complete a Social Work degree, enroll in medical school, and become a doctor serving low-income communities. In addition, a graduate from this Option Program may complete a degree in Social Work and consider a career as an attorney fighting for social justice. According to a study reported in Patch.com, about 10% of New Jersey's population is homeless; half of Hudson County's homeless live in

Jersey City (<https://www.new-jersey.com/city-has-half-hudson-countys-homeless-population-study>). Moreover, 16.4% of New Jersey adult residents reported any mental illness in the past year for 2018-2019, according to Kaiser Family Foundation (<https://www.kff.org/other/state-indicator/adults-reporting-any-mental-illness-in-the-past-year/>). Data USA indicates that Jersey City had an overall poverty rate of 17.2%, with Hispanics at 26.9 %, Whites at 24.7%, Blacks at 22.7%, Asians at 11.2%, and Other at 11.4% (<https://www.datausa.io/profile/geo/jersey-city-nj#health>). A student who chooses not to continue his or her education will likely find employment in a social sciences capacity e.g. food pantries, job training services for probationers and parolees, agencies serving the homeless population, or as advocates assisting domestic violence survivors with counseling and housing services, etc.

The Social Justice Advocacy Option Program aligns with the HCCC President's Advisory Council on Diversity, Equity, and Inclusion (PACDEI) mandate for continual efforts to achieve a safer, healthier, and more inclusive atmosphere for the College's staff, faculty, and students.

### **Quick Facts: Social Justice and Advocacy Related Jobs** **2020 Median Pay (Bureau of Labor Statistics)**

#### **Fundraiser**

<b>Median Pay</b>	\$55, 640
<b>Degree Needed</b>	Bachelor's Degree
<b>Projected Growth</b>	15%

#### **Survey Researcher**

<b>Median Pay</b>	\$54, 270
<b>Degree Needed</b>	Master's Degree
<b>Projected Growth</b>	2%

#### **Probation Officer/Correctional Treatment Specialist**

<b>Median Pay</b>	\$51, 410
<b>Degree Needed</b>	Bachelor's Degree
<b>Projected Growth</b>	6%

#### **Environment Science & Protection Technician**

<b>Median Pay</b>	\$45,490
<b>Degree Needed</b>	Associate's Degree
<b>Projected Growth</b>	12%

#### **Public Interest Attorney**

<b>Median Pay</b>	\$65,000
<b>Degree Needed</b>	Juris Doctorate
<b>Projected Growth</b>	8%

#### **Public Relations Specialist**

<b>Median Pay</b>	\$59,300
<b>Degree Needed</b>	Bachelor's Degree

**Projected Growth** 9%

### **Social Worker**

**Median Pay** \$47,980

**Degree Needed** Bachelor's or (Master's Degree for Clinical)

**Projected Growth** 16%

### **Health Educator**

**Median Pay** \$45,360

**Degree Needed** Bachelor's Degree

**Projected Growth** 16%

### **Epidemiologist**

**Median Pay** \$69, 660

**Degree Needed** Master's Degree

**Projected Growth** 9%

### **Social and Community Service Manager**

**Median Pay** \$64,100

**Degree Needed** Bachelor's Degree

**Projected Growth** 18%

There are no New Jersey Community Colleges offering Social Justice Degrees or Social Justice Options to a program at this time. Camden County College in Camden, NJ sent a proposal for an AA in Diversity in Social Justice to the Academic Issues Committee in December 2021. Camden's proposal is an associated program to their existing programs in Criminal Justice, Communications, and History. There are universities in New Jersey that currently offer Social Justice programming:

Saint Peter's University: Social Justice Minor

Fairleigh Dickenson University: Social Justice Advocacy Minor

## **V. Students**

The current Human Service-Pre-Social Work AS degree has over 170 students enrolled. The Social Justice Advocacy Option should increase the overall enrollment for the HCCC Human Services academic area. Five-year projections:

Fall 2023 5

Fall 2024 7 (two new students)

Fall 2025 10 (three new students)

Fall 2026 15 (five new students)

Fall 2027 18 (three new students)

Fall 2028 20 (two new students)

## **VI. Program Resources**

The Human Services Program presently has one full time Coordinator/Instructor. There have been two to three adjuncts teaching the courses in Pre-Social Work and the Addictions Counseling Option, including a required Licensed Certified Alcohol and Drug Counselor. Faculty members teaching for the Social Justice Advocacy Option can be adjuncts or full-time instructors from different academic areas e.g. Criminal Justice, Sociology. Faculty members should be individuals who have an interest in social justice advocacy, or solid evidence of expertise e.g. past teaching or research publications in the area of social justice advocacy.

An active advisory board is in place consisting of alumni, community partners, and four-year university faculty. The present advisory board consists of members of the community active in the substance abuse field. The board will continue to advise the Human Services Program as the Social Justice Advocacy Option grows.

Learning resources and library holdings are adequate and appropriate.

## VII. Degree Requirements

### **Degree Program: AS Human Services Social Justice/Advocacy Option**

#### **College Requirement:**

<b>Course Title</b>	<b>Credits</b>
CSS 100 College Student Success	1

**Total:** 1

#### **General Education Requirement:**

<b>Course Title</b>	
ENG 101 College Composition I	3
ENG 102 College Composition II	3
ENG 112 Speech	3
CSC 100 Introduction to Computers	3
MAT 100 College Algebra	3

#### **OR**

MAT 114 Introduction to Probability & Statistics

BIO 107 Human Biology 4

#### **OR**

BIO 111 Anatomy and Physiology

HIS 105 US History I 3

HUM 101 Cultures & Values 3

PSY 101 Introduction to Psychology 3

SOC 101 Introduction to Sociology 3

**Total:** 31

#### **Major (Specialized Requirement):**

<b>Course Title</b>	
HUS 101 Introduction to Human Services	3
HUS 121 Helping Strategies and Relationships	3
HUS 221 Community Organization	3
HUS 231 Human Services Internship I	3
INTD 150 Introduction to Advocacy	3
INTD 270 Restorative and Social Justice	3
INTD 275 Restorative and Soc Just Fieldwork	1
SOC 260 Race & Ethnic Relations	3
PSC 102 American Government	3

#### **Major Restricted Electives: (Choose One Course)**

<b>Course Title</b>	
HLT 110 Culture, Diversity, & Healthcare	3
ECO 201 Principles of Macroeconomics	3
INTD 235 Exploring Multicultural Studies	3
PSY 211 Developmental Psychology I	3
PSY 260 Lifespan Development	3
PSY 280 Abnormal Psychology I	3
HIS 106 US History II	3
<u><b>Total:</b></u>	<u>28</u>

## Total Number of Credits Required for Degree

### Curriculum Design

Associate of Science

General Education			Major Requirements	
Category	Course	Credits	Course	Credits
	CSS 100* College Student Success	1	HUS 101	3
Communication (6 Credits)	ENG 101	3	HUS 121	3
	ENG 102	3	HUS 221	3
Mathematics—Science— Technology (10 Credits)	BIO 107 OR BIO 111	4	HUS 231	3
	MAT 100 OR MAT 114	3	INTD 150	3
	CSC 100	3	INTD 270	3
Social Sciences (3 Credits)	SOC 101	3	INTD 275	1
Humanities (3 Credits)	HIS 105	3	SOC 260	3
Humanities or Social Science (3 Credits)	PSY 101	3	PSC 102	3
Unassigned General Education (6 Credits)	ENG 112 HUM 101	6	Electives: INTD 235 OR ECO 201 OR HTL 110 OR	3
			PSY 211 OR PSY 260 OR PSY 280 OR HIS 106	
Total		32		28

Table 1 Curriculum Comparison of Base Program A.S with Proposed Degree Option

<b>Base Program: AS Human Services Pre-Social Work</b>	<b>Proposed Option in Social Justice Advocacy</b>	<b>Differs from Base Program</b>
<b>General Education (Min. 32)</b>	<b>General Education (Min. 32)</b>	
CSS 100 College Student Success 3	CSS 100 College Student Success 1	
ENG 101 English Composition I 3	ENG 101 English Composition I 3	
ENG 102 English Composition II 3	ENG 102 English Composition II 3	
ENG 112 Speech 3	ENG 112 Speech 3	
CSC 100 Intro. to Computers 3	CSC 100 Intro. to Computers 3	
BIO 107 Human Biology 3 OR BIO 111 Anatomy & Physiology I MAT*** Mathematics Elective 3 HIS 105 US History I 3 PSY 101 Intro. Psychology 3 SOC 101 Intro. Sociology 3 HUM 101 Cultures & Values 3	BIO 107 Human Biology 4 OR BIO 111 Anatomy & Physiology I MAT***Mathematics Elective 3 HIS 105 US History I 3 PSY 101 Intro. to Psychology 3 SOC 101 Intro. to Sociology 3 HUM 101 Cultures & Values 3	
<b>Major Requirements (Min. 28)</b>	<b>Major Requirements (Min. 25)</b>	
HUS 101 Intro. Human Services 3	HUS 101 Intro. Human Services 3	
HUS 121 Helping Strategies & Relationships 3	HUS 121 Helping Strategies & Relationships 3	
HUS 200 Group Work in Human Services 3	HUS 221 Community Organization 3	X
HUS 230 Interviewing Techniques 3	HUS 231 Human Services Internship I 3	
HUS 231 Human Services Internship I 3	INTD 150 Introduction to Advocacy 3	X
HUS 241 Human Services Internship II 4	INTD 270 Restorative and Social Justice 3	X
	INTD 275 Restorative and Soc Just Fieldwork 1	X
	SOC 260 Race & Ethnic Relations 3	X
	PSC 102 American Government 3	
PSC 102 American Government 3	<b>Restricted Electives (Min. 3)</b>	
SOC 201 Sociology of the Family OR	HLT 110 Culture, Diversity, & Healthcare 3	



<p>SOC 280 Social Research Methods</p> <p>PSY 211 Developmental Psychology I 3</p> <p>OR</p> <p>PSY 212 Developmental Psychology II</p> <p>OR</p> <p>PSY 280 Abnormal Psychology I</p> <p>OR</p> <p>PSY 260 Lifespan Development</p>	<p>ECO 201 Principles of Macroeconomics</p> <p>INTD 235 Exploring Multicultural Studies</p> <p>HIST 106 US History II</p> <p>PSY 211 Developmental Psychology I</p> <p>PSY 260 Lifespan Development</p> <p>PSY 280 Abnormal Psychology I</p>	
<hr/> <p>Total 60</p>	<hr/> <p>Total 60</p>	<hr/> <p><b>Total number of credit difference between base program and proposed option=13 credits</b></p>

## Suggested Course Sequence by Semester

Course #	Course Title	Credits
FIRST SEMESTER		
CSS 100	College Student Success	1
CSC 100	Introduction to Computers	3
ENG 101	College Composition I	3
PSY 101	Introduction to Psychology	3
HUS 101	Introduction to Human Services	3
INTD 150	Introduction to Advocacy*	3 differs from base program
TOTAL		16
SECOND SEMESTER		
HUS 121	Helping Strategies & Relationships	3
ENG 102	College Composition II	3
PSC 102	American Government	3
SOC 101	Introduction to Sociology	3
HIS 105	US History I	3
TOTAL		15
THIRD SEMESTER		
MAT 100	College Algebra OR	
MAT 114	Introduction to Probability & Statistics	3
ENG 112	Speech	3
SOC 260	Race & Ethnic Relations*	3 differs from base program
HUS 231	Human Services Internship I	3
ECO 201	Principles of Macroeconomics* OR	differs from base program
HLT 110	Culture, Diversity, and Healthcare* OR	differs from base program
INTD 235	Exploring Multicultural Studies* OR	differs from base program
HIS 106	US History II*	3 differs from base program
TOTAL		15
FOURTH SEMESTER		
BIO 107	Human Biology OR	
BIO 111	Anatomy & Physiology I	4
HUS 221	Community Organization*	3 differs from base program
INTD 270	Restorative and Social Justice*	3 differs from base program
INTD 275	Restorative and Soc Just Fieldwork	1 differs from base program
PSY 211	Developmental Psychology OR	
PSY 260	Lifespan Development OR	
PSY 280	Abnormal Psychology	3
TOTAL		14

## Course Descriptions

## Major Required Courses

### **HUS 101 Introduction to Human Services 3 CR**

This introductory course offers an overview of the human services profession. It emphasizes human needs and social problems; provides a historical perspective of the development of the profession; and introduces students to professional values, ethical behavior, knowledge, and methods necessary for helping others.

### **HUS 121 Helping Strategies and Relationships 3 CR**

Students deepen their understanding of professional values, strategies of intervention, and behavior necessary for helping others. Student learn problem-solving skills and participate in activities to increase self-understanding. Prerequisite: HUS 101

### **HUS 221 Community Organization 3 CR**

Students learn how human services professionals produce change in the communities in which they live, work and participate in order to improve the quality of life and relationships among the members of those communities. Prerequisite: HUS 121

### **HUS 231 Human Services Internship I 3 CR**

Students are placed in a social service agency to perform tasks and engage in learning activities associated with acquiring professional standards, behaviors, and conduct. Under the supervision of a faculty member and field supervisor, students are expected to fulfill these requirements eight hours per week for 15 consecutive weeks. In addition, students attend weekly seminar to discuss their experiences and observations. Co-requisite: HUS 121

### **INTD 150 Introduction to Advocacy 3 CR**

This introductory class integrates the issues of economics e.g., class privilege, in addition to race, ethnicity, and social justice concepts. Students analyze the issues of exclusion, inequity, and discrimination as connections to deeper exploration to address the continual unfair practices. Students apply social justice concepts to examine necessary reform efforts. Prerequisite: None

### **INTD 270 Restorative and Social Justice 3 CR**

This is a special topics course and is provides a deep and critical exploration from either the psychological, the educational or the sociological perspectives. This course allows students to analyze the principles of Restorative Justice (RJ) under the “umbrella” of Social Justice for special populations e.g., immigrants, LGBTQ+, etc. Students apply social justice and RJ principles to the special topic chosen by the professors. **Special Note:** This class requires a capstone project. Students must also attend a separate fieldwork component of this class to discuss their experiences from the required on and off campus community events. Prerequisites: ENG 101, SOC 101.

### **INTD 275 Restorative and Soc Just Fieldwork 1 CR**

This class is a discussion lab where students are required to report their experiences in interviewing social justice or restorative justice professionals, in addition to analyzing the required community events that students must attend throughout the semester. Students synthesize information from the real world events that they experience in order to expand upon the class lectures. Students receive mentorship in this component in preparation to present the capstone project. Prerequisite (s): ENG 101, SOC 101. Co-requisite: INTD 270

### **SOC 260 Race & Ethnic Relations 3 CR**

This course examines the structure, functions, and conflicts associated with race and ethnic relations, and the interaction between minority and majority groups. Emphasis is placed on race, ethnicity, gender, class,

and religion and its impact on racial /ethnic identities. Historical and contemporary experiences of various racial/ethnic groups will be explored and various sociological perspectives will be applied. Race and ethnic relations will be explored from both the national (U.S.) and the global perspectives. Prerequisite: ENG 101

**PSC 102 American Government 3 CR**

Examines the structure and operations of the American political system, the philosophical principles and theories upon which it rests, and the social forces and pressures operating on it.

(Please attach to the New Degree/Certificate Proposal)

## **Anticipated Cost for the Program**

### **I. Initial One-time Cost for Starting the Program**

Facilities & Equipment Setup	\$ 0
Consultation Fee <sup>1</sup>	\$ 750
Expected cost for preparation for Licensure Exam <sup>2</sup>	\$
Other	\$
<b>TOTAL Initial One-time cost</b>	<b>\$ 750</b>

<sup>1</sup> Include environment/economic scanning, initial advisory committee compensation, etc.

<sup>2</sup> Should consider factoring the cost into the program admission and/or graduation fees

### **II. On- Going Annual Operational Cost for the Program**

➤ Instruction		
Faculty salaries		
FT	\$ 52000	
Adjunct	\$ 4200	
<b>TOTAL Instruction</b>	<b>\$ 56200</b>	
➤ Instructional Support Personnel		
Program Coordinator	\$	(If Needed)
Tutoring – <i>Program specific</i>	\$	
Lab assistance	\$	
Program Advisement	\$	
Clerical	\$	
<b>TOTAL Inst. Support Personnel</b>	<b>\$</b>	
➤ Additional library materials	<b>\$</b>	
➤ Contractual Services		
Accreditation fees	\$	
Consultants	\$	
Travel	\$	
Licensure agreements	\$	
<b>TOTAL Contractual Services</b>	<b>\$</b>	

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

***March 15, 2022***

**X. NEW BUSINESS**

***No New Business***

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

**March 15, 2022**

**XI. ADJOURNMENT**

**RESOLUTION:**

**NOW, THEREFORE, BE IT RESOLVED THAT** the March 15, 2022 meeting of the Hudson County Community College Board of Trustees be adjourned at 5:36 P.M.

**INTRODUCED BY:**

\_\_\_\_\_  
Bakari Lee

**SECONDED BY:**

\_\_\_\_\_  
Karen Fahrenholz

**DATE:**

March 15, 2022

Doria, Joseph  
Fahrenholz, Karen  
Galvin, Adamarys  
Gardner, Pamela  
Kenny, Roberta  
Lee, Bakari  
Peña, Jeanette  
Rodriguez, Silvia  
Stahl, Harold  
Netchert, William, Chair

\_\_\_\_\_  
Absent

\_\_\_\_\_  
Aye

\_\_\_\_\_  
Absent

\_\_\_\_\_  
Aye

\_\_\_\_\_  
Aye

\_\_\_\_\_  
Aye

\_\_\_\_\_  
Aye

\_\_\_\_\_  
Aye

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Aye

\_\_\_\_\_  
Aye

\_\_\_\_\_  
8

\_\_\_\_\_  
0

Nay

**\*\*\*RESOLUTION ADOPTED\*\*\***

Alexa Riano  
Signature of Recorder

3/15/2022

Date