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

**Regular Meeting – Board of Trustees**

**Tuesday, April 8, 2025**

**5:00 P.M.**

**Mary T. Norton Board Room and Via Zoom**

In-Person: Mary T. Norton Board Room, 4th Floor, 70 Sip Avenue, Jersey City, New Jersey

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

<https://zoom.us/j/98347157921?pwd=Hnw4NaLmFoxibgpdYjffqQojnDoaBl.1>

Passcode: 980112

Telephone: 1 305 224 1968

Webinar ID: 983 4715 7921

Passcode: 980112

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

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

**AGENDA**

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

*Chair Peña*

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

**Trustees:**

*Lisa Camacho, Student Alumni Representative*

*Edward DeFazio, Secretary/Treasurer*

*Joseph Doria*

*Pamela Gardner, Vice Chair*

*Frank Gargiulo*

*Stacy Gemma*

*Roberta Kenny*

*Vincent Lombardo*

*Jeanette Peña, Chair*

*Christopher Reber, President (Ex Officio)*

*Silvia Rodriguez*

*Harold Stahl*

**III. COMMENTS FROM THE PUBLIC***Chair Peña***IV. CLOSED SESSION** *(The Board of Trustees will determine whether there is a need to go into closed session at the beginning of the meeting. If there is such a determination, an announcement will be made as to where the session will be placed on the agenda.)***V. REPORTS**

- |    |  |                         |
|----|--|-------------------------|
| 1. | <i>Student Government Association President's Report</i> | <i>Ms. Resurreccion</i> |
| 2. | <i>All College Council Chair's Report</i>                | <i>Dr. Cody</i>         |
| 3. | <i>President's Report</i>                                | <i>Dr. Reber</i>        |

**VI. REGULAR MONTHLY REPORTS AND RECOMMENDATIONS**

1. *Minutes of Previous Meetings*
2. *Gifts, Grants, and Contracts*

**VII. FISCAL, ADMINISTRATIVE, LEASE, AND CAPITAL RECOMMENDATIONS** *Dr. Reber***VIII. PERSONNEL RECOMMENDATIONS** *Dr. Reber***IX. ACADEMIC AND STUDENT AFFAIRS RECOMMENDATIONS** *Dr. Reber***X. NEW BUSINESS** *Chair Peña***XI. ADJOURNMENT** *Chair Peña*

**HUDSON COUNTY COMMUNITY COLLEGE**

**BOARD OF TRUSTEES MEETING**

**Tuesday, April 8, 2025**

**II. ROLL CALL**

**Trustees:**

<i>Lisa Camacho, Student Alumni Representative</i>	<u>ABSENT</u>
<i>Edward DeFazio, Secretary/Treasurer</i>	<u>ABSENT</u>
<i>Joseph Doria</i>	<u>ABSENT</u>
<i>Pamela Gardner, Vice Chair</i>	<u>PRESENT</u>
<i>Frank Gargiulo</i>	<u>PRESENT</u>
<i>Stacy Gemma</i>	<u>PRESENT</u>
<i>Roberta Kenny</i>	<u>PRESENT</u>
<i>Vincent Lombardo</i>	<u>PRESENT</u>
<i>Jeanette Peña, Chair</i>	<u>PRESENT</u>
<i>Christopher Reber, President, Ex Officio</i>	<u>PRESENT</u>
<i>Silvia Rodriguez</i>	<u>PRESENT</u>
<i>Harold Stahl</i>	<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 Star Ledger; filed with each office of the Hudson County Municipal Clerks; posted on the College Website and on Public Bulletin Boards of Hudson County Community College at 70 Sip Avenue, Jersey City, New Jersey, and at the North Hudson Campus, Union City, New Jersey, stating the date, time and place of said meeting.*



**MEETING INTRODUCTION**

*This meeting is called in conformance with the Open Public Meetings Act. Members of the public will now have an opportunity to address the Board of Trustees. Comments of each person will be limited to five minutes, including all responses. A member of the public may not provide any portion of his/her five-minute allotment to any other member of the public. Please be aware that the purpose of the public portion of the meeting is for the public to express any ideas, concerns or issues they may have concerning Hudson County Community College. Questions raised to the Board during the public comment period may be referred to the appropriate administrative person(s) at the College for response at a later time.*

*Any public comments made to the Board, which the Board considers obscene, harassing, or meant to incite, will be prevented by the Board. The person making these remarks may be required to relinquish the remaining time allotted to speak and will be asked to leave the Board of Trustees meeting. Public comments or questions are open to any matters over which the Board has purview and jurisdiction.*

**HUDSON COUNTY COMMUNITY COLLEGE**

**BOARD OF TRUSTEES MEETING**

***Tuesday, April 8, 2025***

**III. COMMENTS FROM THE PUBLIC**

*None*

**HUDSON COUNTY COMMUNITY COLLEGE**

**BOARD OF TRUSTEES MEETING**

**Tuesday, April 8, 2025**

**IV. CLOSED SESSION**

**BE IT RESOLVED**, that the Board of Trustees go into Executive Session for the purpose of discussing personnel, current litigation matters, and matters of attorney/client privilege.

The executive session minutes will not be released until such time as the privilege or confidentiality is no longer applicable. The Board will be in Executive Session for approximately 30 minutes.

Action will be taken.

Closed Session began at 5:38 P.M. and concluded at 6:41 P.M. Motion

*Motion to End Closed Session  
And return Open Session*

**INTRODUCED BY:** Jeanette Peña Jeanette Peña

**SECONDED BY:** Pamela Gardner Pamela Gardner

8 Aye 0 Nay

**DATE:** April 8, 2025

DeFazio, Edward	<u>ABSENT</u>
Doria, Joseph	<u>ABSENT</u>
Gardner, Pamela	<u>AYE</u>
Gargiulo, Frank	<u>AYE</u>
Gemma, Stacy	<u>AYE</u>
Kenny, Roberta	<u>AYE</u>
Lombardo, Vincent	<u>AYE</u>
Rodriguez, Silvia	<u>AYE</u>
Stahl, Harold	<u>AYE</u>
Peña, Jeanette, Chair	<u>AYE</u>

8 Aye 0 Nay

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

Alexa Riano  
Signature of Recorder

04/08/2025  
Date

**HUDSON COUNTY COMMUNITY COLLEGE**

**BOARD OF TRUSTEES MEETING**

***Tuesday, April 8, 2025***

**V. REPORTS**

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

*Model United Nations Presentation*

*Joseph Caniglia, Executive Director, North Hudson Campus*

*Leonardo Amador, Student*

*Lidia Khayrulina, Student*

*Neivi Nunez, Student*

*Desiree Page, Student*

*Sonny Tungala, Student*

**HUDSON COUNTY COMMUNITY COLLEGE**

**BOARD OF TRUSTEES MEETING**

**Tuesday, April 8, 2025**

**VI. REGULAR MONTHLY REPORTS AND RECOMMENDATIONS**

**1. MINUTES OF PREVIOUS MEETING**

*The Minutes of the Regular Meeting of March 11, 2025 are herewith submitted to the Board of Trustees for approval. (Page 10)*

**Recommendation:**

*It is the recommendation of the President that the Board of Trustees accept the Minutes of the Regular Meeting of March 11, 2025.*

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

*Hudson County Community College has received the following grant:*

*TITLE: Strengthening Career and Technical Education for the 21st Century (Perkins V)*

*AGENCY: NJ Department of Education (NJDOE)*

*PURPOSE OF GRANT: Hudson County Community College (HCCC) has received notice of its FY 2025 allocation, designated for direct program and instructional support for HCCC Career and Technical Education (CTE) programs. The application will be resubmitted with a budget modification for review and approval by the State.*

*COLLEGE ADMINISTRATOR: Nydia James*

*COLLEGE CONTRIBUTION: \$0*

*AWARD AMOUNT: \$1,264,951*

**RESOLUTION:**

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

**INTRODUCED BY:** \_\_\_\_\_ *Pamela Gardner*

**SECONDED BY:** \_\_\_\_\_ *Harold Stahl*

**DATE:** \_\_\_\_\_ *April 8, 2025*

<i>DeFazio, Edward</i>	_____ <i>ABSENT</i>
<i>Doria, Joseph</i>	_____ <i>ABSENT</i>
<i>Gardner, Pamela</i>	_____ <i>AYE</i>
<i>Gargiulo, Frank</i>	_____ <i>AYE</i>
<i>Gemma, Stacy</i>	_____ <i>AYE</i>

Kenny, Roberta  
Lombardo, Vincent  
Rodriguez, Silvia  
Stahl, Harold  
Peña, Jeanette, Chair

AYE  
AYE  
AYE  
AYE  
AYE

8 Aye 0 Nay

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

Alexa Riano  
Signature of Recorder

04/08/2025  
Date

**HUDSON COUNTY COMMUNITY COLLEGE**

**Regular Meeting – Board of Trustees  
Tuesday, March 11, 2025  
5:00 P.M., In Person and Via Zoom**

**MINUTES**

**PRESENT:** *Lisa Camacho (Alumni Representative); Edward DeFazio (Secretary/Treasurer); Pamela Gardner (Vice Chair); Stacy Gemma; Roberta Kenny; Vincent Lombardo; Jeanette Peña (Chair); Christopher Reber; Silvia Rodriguez; and Harold Stahl.*

*Counsel to the Board: Andy Brown, Esq., for Scarinci and Hollenbeck*

**ABSENT:** *Joseph Doria and Frank Gargiulo*

**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 Nina Maria Resurreccion offered the following report.*

Good evening, Trustees, President Reber, faculty, staff, and guests. As we move closer to the end of the semester, we are also deepening our connections with the student body. I am pleased to share some exciting updates on behalf of the Student Government Association (SGA).

We are preparing for the upcoming two-day American Student Government Association (ASGA) Conference that we will be hosting in the Culinary Conference Center. We are excited to welcome student leaders from various colleges and universities and engage in meaningful discussions on improving our governance on campus.

One of our long-awaited initiatives – the student bulletin board project – is now being installed in the Student Center. Student involvement has progressively decreased after the pandemic, and although we understand the cause of social detachment among our college students, this inspires us even more to strive for creative ideas such as this project. This opens opportunities for students to express their creativity and share it with others, advocate and voice their interests, and gradually rebuild the community through our commonalities.

Updates from Clubs and Organizations:

- **Model United Nations Club:** On February 20-23, Executive Director of the North Hudson Campus and Advisor of the Model UN Club Joseph Caniglia took five HCCC students to participate in and attend the Harvard Model United Nations Conference in Boston. A special thanks to Sonny Tungala, Nievi Nunez, Lidia Khayrulina, Desiree Page, and Leonardo Amador who did an outstanding job at the conference. This year, Hudson was assigned Ecuador as our country to research. HCCC students did an amazing job in collaborating with over 2500 students from across the globe. We invite everyone to attend the April 30, 2025 All College Council Meeting, where they will present their experience.
- **American Chemical Society, PTK and Girls Who Code:** On March 6, these organizations hosted a successful Women in STEM event featuring HCCC alumna Dr. Nadia Dob. The event welcomed 125 attendees.

- **Girls Who Code and Cybersecurity Club** will participate in the upcoming Hackathon competition at Kean University on March 22.
- **Astronomy Class:** Professor Raffi Manjikian's students will attend a Planetarium show at the Liberty Science Center tomorrow, further enriching their academic experience.
- **American Chemical Society:** The induction/graduation ceremony will be on Friday, May 9 at 6:00 p.m. in the Student Center Multipurpose Room.
- **Sisters Empowering Sisters:** Hosted two events – Sisters Brunch on February 10 and a general meeting on February 27 – to foster empowerment and community building.
- **Kultura Club** hosted their first general body meeting and a Black History Month Movie Night screening of *Hidden Figures*.
- **Black Student Union, Environmental Club, Teacher Education Club, and The History of Tomorrow Club** collaborated on Black History Month events, including a children's celebration.
- **Health and Medical Sciences Club** held its first general body meeting.
- **Cybersecurity Club** hosted a Network Mapper (NMAP) Workshop on Master Network Scanning.
- **Girls Who Code** led a "Create Your Own Vision Board" activity.
- **Latin Society** celebrated Dominican Independence with a movie night.
- **It's On Us** hosted a Self-Care Giveaway to promote wellness.
- **Student Programming Board** organized a campus-wide Ice Cream Social to build community and morale.

Finally, we look forward to celebrating Women's History Month with a lineup of empowering events throughout March.

Have an amazing rest of your day, and happy spring, everyone!

## 2. **All College Council Chair's Report**

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

Good evening, Trustees.

Before I begin with my prepared remarks, I would like to take a moment to offer heartfelt congratulations to my coworkers, colleagues, and friends – Daniel Ondieki and Inez Cruz. On behalf of the faculty, staff, administration, and students, I want to say how happy and proud we all are of you. Your achievements are deeply inspiring, and we celebrate this moment with you.

It's a pleasure to see you all again. I'd like to take a moment to highlight a few important updates and events happening at Hudson this March.

We've been celebrating Women's History Month with several impactful events. On March 5, we hosted the *Women in Business* event, where Trustee Stacy Gemma spoke. On the following day, we held a *Women in STEM* event, featuring an inspiring talk from an HCCC alum, who is now a doctor and pharmacist. She shared how Hudson shaped her career. Finally, on March 7, a panel discussion hosted by Human Resources marked our celebration of International Women's Day.

Next, the All College Council (ACC) is currently reviewing a Governance Recommendation (GR) submitted by the Online Learning and Academic Computing (OLAC) Committee regarding syllabus statement templates on AI usage. This will build upon our existing academic integrity policy, providing flexibility for professors to either forbid, allow some, or fully permit the use of AI in their courses. We expect to bring this GR to a vote for approval before the end of the semester, and we'll be sure to keep you updated.

Now, let's turn to some key updates from our standing committees:



- **Academic Senate** - In addition to the Online Learning and Academic Computing (OLAC) Governance Recommendation (GR), which was reviewed and approved by the Academic Senate (AS), the AS is nearing the conclusion of its reviews of the incomplete policy and the universal grading scale policy. We look forward to analyzing these proposed GRs and moving them forward through the approval process. These initiatives will help streamline our academic procedures and improve consistency across the College.
- **College Life** - The launch of the *Hudson Huddles* speaker series is now targeted for fall 2025. This additional time will allow the committee to fully plan and refine this exciting initiative. Additionally, the committee is planning the faculty and staff appreciation Spring BBQ, which is scheduled for May 1 from noon to 2:00 p.m.
- **Space and Facilities** - The committee is exploring the creation of a calming and prayer room on the 5th floor of the North Hudson Campus. In addition, thanks to the Student Parent Task Force, a new baby-changing station has been installed in the Student Center to better support our community. The committee also contributed to last week's ribbon-cutting ceremony for the new car stackers at 119 Newkirk.
- **Development and Planning** - The committee is targeting June for the *Dollars for Scholars* event. Faculty, clubs, and other groups will soon be contacted to participate, and the committee continues to gather scholarship information to share with students. Additionally, they will be supporting the 50th anniversary celebration and the Foundation golf outing.
- **Technology** - The Technology Committee is excited to announce the recent launch of a webpage that aggregates all mobile apps used by the College. This webpage is live and can be found under the Information Technology Services section of the College's website. Promotional materials for the page will be available soon and will be shared college-wide.
- **Student Affairs** - Student Affairs has been gathering valuable information about Continuing Education and Workforce Development (CEWD) students and exploring ways to engage them more fully in the College community. The Hudson Helps graduate interns are also hosting support group sessions for women of color, providing an essential space for community and support.

With that, we conclude our report. I'd like to congratulate my colleagues who are going to be earning their tenure. I'd like to express my gratitude to everyone who contributed to these updates, including ACC Vice Chair Raffi Manjikian, ACC Secretary Sarah Teichman, all the committee chairs, Dr. Reber, and Cabinet. Thank you all for your continued dedication and hard work.

### 3. **President's Report**

*President Reber offered the following report.*

Good evening, Trustees.

Chris and Nina, thank you for your reports and your leadership!

Last Thursday, we celebrated our new parking stacker facility that is now open and parking up to 104 cars of students, faculty, and staff. We thank Trustees Pena, Gardner and Gemma for attending, and Chair Pena for offering remarks.

We are looking forward to a public "Topping Out Beam Signing Ceremony" for our new Center for Student Success beginning at noon on Thursday, April 17. Our Center for Student Success has really risen from the ground and is on schedule for fall 2026 completion and occupancy. We are planning a grand opening event for the Center that will conclude our 2025-26 year-long celebration of the 50<sup>th</sup> anniversary of HCCC's first graduates.

All very exciting!

This evening, I have invited two valued faculty colleagues to join us. They have been recommended to you for the granting of tenure and promotion to Assistant Professor. We welcome Daniel Ondieki, Instructor of

Mathematics; and Inez Cruz, Instructor of Radiography. Daniel and Inez are dedicated to their students and have contributed to the College in multiple ways.

I have asked Vice President for Academic Affairs Dr. Darryl Jones to introduce the faculty, who will offer remarks.

*Dr. Jones offered remarks.*

Thank you, President Reber, and good evening, trustees.

It is always an honor to present our tenure candidates to the college community. I'm especially proud to say that we identify, hire, and cultivate exceptional faculty in all of our academic disciplines. The work remains a critical component of the progress toward our mission to provide quality education for students and to make a profound impact in our local community.

These are faculty who continue to exemplify high standards of teaching excellence, service to the college and community, professional development, and, of course, scholarly activities. Tenured candidates compile a tenure portfolio, interview with committee members and receive a recommendation from their academic dean. This year, in addition to their many years of higher education and teaching experience, both of our tenure candidates' careers in education began before joining Hudson County Community College.

Both also tutored, taught, and were involved in student success initiatives exemplifying their service and dedication to our students. At this time, I would like to introduce Daniel Ondieki and Inez Cruz.

Daniel Ondieki joined Hudson County Community College as an adjunct instructor in 2016. In 2022 he was hired as a full-time, tenure track Instructor of Mathematics. Prior to joining the college, Daniel taught algebra and geometry at the Newark School of Fashion and Design in New Jersey, where he was a member of the high school student success team. He also tutors students in mathematics at the Newark YMCA and worked as an adjunct instructor at other institutions. Currently he is pursuing his Doctorate in Mathematics at Teachers College, Columbia University. He holds a master's degree in mathematics education from New Jersey City University.

According to his supervisor, Dr. Burl Yearwood, who is here tonight, helping students overcome their fear of math and helping them believe they will be successful is a challenge that Daniel addresses in his classes every day. He has focused on developing his pedagogy to engage students and help them be successful.

Our next faculty member is Inez Cruz. Inez joined Hudson County Community College in January 2021 as a full-time tenure tracker. She also serves as a clinical coordinator. Prior to joining the college, Inez was a special procedures technologist for Mount Sinai Health System. In addition to part of her responsibilities, she taught and evaluated students in the radiography program.

Inez holds a Master of Public Health from New York Medical College and has taught several courses in the Public Health program at our institution. She also advises the Health and Science Club.

Her supervisor, Cheryl Cashell, commented that Inez is a dedicated educator who goes above and beyond to support her students. As coordinator, she has successfully secured and maintained partnerships with several prestigious healthcare facilities, ensuring that our students gain hands-on experience in state-of-the-art health settings.

Trustees, I would also like to take this opportunity to express my gratitude to Dr. Heather DeVries, who chaired the Tenure Review Board. Linda Guastini and Domonique Callens also provided exemplary administrative support during the tenure process, and, of course, we thank those who served on the Tenure Review Board.

It is a particularly important responsibility, and I greatly appreciate the hard work and time contributed to this process by all.

Let me share with you those who served on the Tenure Review Board: Dr. Yeurys Pujols, Dr. Abdallah Matari, Dr. David Clark, Dr. Ara Karakashian, Heather Connors, Dr. Angela Pack, Dr. Sirhan Abdullah, Kewal Krishan, and Courtney Payne.

I now ask our tenured candidates to come forth and offer brief remarks.

*Daniel Ondieki offered the following remarks.*

*“God is good all the time, and all the time, God is good.”*

We always say Hudson is home – and it truly is a home, like a family. We have dads, moms, siblings, and grandchildren in a family setup. Hudson has been my home since I arrived, and it has become part of my daughter’s life, too. She is five, turning six soon. I call her a “tenure-track daughter” because she has been here with me since the beginning of this journey in 2019.

I want to thank Dean Yearwood and the STEM team. They’ve been like family – always mentoring me, supporting me, and giving me the flexibility to be both a teacher and a father. Hudson is a place where, if you want to succeed, there is support. That’s what I’m thankful for.

I thank my students. They are my number one priority. In my class, I always say: *“Respect – you give it, and you’ll receive it.”* That is my motto.

My family is back in Kenya. My dad, who never went to school, always said, *“I’m smart up to here,”* and challenged us to go beyond that. He may not have had a job or formal education, but he gave us motivation. That shaped who I am today.

Teaching has always been my passion. Even when I was in seventh grade, I gathered my peers to stay after school and work on math. I’ve always believed in the power of learning together. That’s why I’m now pursuing my doctorate in mathematics education at Teachers College, Columbia University.

Thank you so much. I love Hudson.

*Inez Cruz offered the following remarks.*

Good evening, everyone.

I feel very grateful to be receiving tenure at this point in my career. I feel so thankful to work at Hudson, to work with the people I work with, and to teach the students I teach.

My family is here this evening, and I’m especially proud that my daughter is here.

I’d like to thank a few people who have made this journey possible: Dean Sirangelo, for believing in me. My Program Director, Cheryl Cashell, for evaluating me every year and supporting me through the tenure binder process. The radiography staff for all of their support, especially as I worked through the five tenure binders! My colleagues Karen Galli, Karen Hosick, and Benedetto “Benny” Youssef for helping me finalize my portfolio with their advice and guidance. Most importantly, my family, for always believing in me and reminding me that there is nothing I cannot achieve. Finally, to my daughter Savannah – thank you for always inspiring me to do better.

Thank you.

*President Reber resumed remarks.*

Thanks so much, Daniel, Inez, and Darryl!

Daniel and Inez, congratulations! We look forward to your continued strong contributions to – and support of – our students, our college and our community.

Trustees, this concludes my report.

*Chair Peña offered the following remarks.*

Congratulations on behalf of the Board. It's exciting to have new staff, especially going through this whole process. I know it's not an easy process. But bringing your family and your children is beautiful. There's nothing more beautiful than for you to model what it means to continue being a student at this point in your career. Thank you for sharing your family with us. I love that you brought them over. And thank you for choosing Hudson to be your home.

*Vice Chair Gardner offered the following remarks.*

Congratulations on a job well done. And we know that you will continue to make Hudson feel like home for the students, to be part of that, to be part of our family. Welcome as tenured faculty!

**VI. REGULAR MONTHLY REPORTS AND RECOMMENDATIONS:**

1. *The Minutes of the Regular Meeting of February 18, 2025 were approved.*

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

8 Ayes.....0 Nays

*Resolutions Adopted*

**VII. FISCAL, ADMINISTRATIVE, LEASE, AND CAPITAL RECOMMENDATION 1-5:**

1. Resolution Authorizing Renewal of Nutanix Software at a cost not to exceed \$212,648, to be funded from the operating budget, was approved.
2. Resolution Authorizing Renewal of Helpdesk ChatBot Platform for the Offices of Admissions, Financial Aid, and Student Services at a cost not to exceed \$49,460, to be funded from the operating budget, was approved.
3. Resolution to Approve May 21, 2025 Commencement Date and Venue to be funded by the Student Life Fee (SLF) at a cost not to exceed \$84,074 was approved.
4. Resolution Approving Award of "Some College No Degree" Consultant at a cost not to exceed \$62,500, to be funded by a grant, was approved.
5. Resolution Authorizing the Approval of a Seven-Credit, Last-Dollar Free Tuition and Fee Policy for Summer 2025 Courses was approved.

*Introduced by: Pamela Gardner*  
*Seconded by: Edward DeFazio*

8 Ayes.....0 Nays

*Resolution Adopted*

**VIII. PERSONNEL RECOMMENDATIONS 1-7:**

**1. RESIGNATION**

<b>First Name</b>	<b>Last Name</b>	<b>Title</b>	<b>Salary Grade</b>	<b>Effective Date</b>
Rimsha	Bazaid	Career and Transfer Coach, Career and Transfer Pathways	110	March 14, 2025
Gunes	Senturk	Instructor, Physics	INST	October 3, 2024

**RECOMMENDATION:**

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

**2. APPOINTMENT OF FULL-TIME STAFF**

<b>First Name</b>	<b>Last Name</b>	<b>Title</b>	<b>Salary Grade</b>	<b>Effective Date</b>	<b>Annual Salary</b>
Nancy	Ackerman	Academic Counselor, Secaucus Center	113	March 27, 2025	\$ 58,000.00
Christine	Han	Program Coordinator	112	March 12, 2025	\$ 55,000.00
Anna	Zielinski	Assistant Director, Au Pair Programs	113	March 12, 2025	\$ 56,576.45

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

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

<b>First Name</b>	<b>Last Name</b>	<b>Title</b>	<b>Salary Grade</b>	<b>Effective Date</b>	<b>Anticipated End Date</b>	<b>Annual Salary</b>
Aires	Gomes	Facilities Worker	105	March 12, 2025	March 11, 2026	\$ 56,804.80

**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. APPROVAL OF FACULTY TENURE**

*The criteria for tenure include excellence in teaching, scholarly achievement, service to the College and community, and 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 effective Academic Year 2025-26.*

<b>First Name</b>	<b>Last Name</b>	<b>Salary Grade</b>	<b>Title</b>
Inez	Cruz	ASSISTANT	Assistant Professor, Radiography
Daniel	Ondieki	ASSISTANT	Assistant Professor, Mathematics

**RECOMMENDATION:**      *The President, Administration, and Personnel Committee recommend that the Board of Trustees approve tenure for the faculty above as Personnel Recommendation Item No. 4.*

**5. AUTHORIZATION OF PART-TIME STAFF THROUGH MARCH 2026, AS NEEDED**

<b>First Name</b>	<b>Last Name</b>	<b>Office</b>	<b>Title</b>	<b>Position ID</b>	<b>Supervisor</b>
Katherine	Vera	Accessibility Services	Notetaker/Reader	READER-150525	Karine Davis
Asia	Abazeid	ADJ Academic Support Services	Tutor	TUTOR-252010	Kenny Fabara
Anthony	Baskin	ADJ Academic Support Services	Tutor	TUTOR-252010	Kenny Fabara

Hafeda	Benounane	ADJ Academic Support Services	Tutor	TUTOR-252010	Kenny Fabara
Rosanna	Desembrana	ADJ Academic Support Services	Tutor	TUTOR-252010	Kenny Fabara
Carmine	Salerno	ADJ Academic Support Services	Tutor	TUTOR-252010	Kenny Fabara
Anthony	Angelone	Continuing Education and Workforce Development	PT Instructor	PTINST-103005	Anita Belle
Ximena	Arenas Valle	Continuing Education and Workforce Development	PT Instructor	PTINST-103005	Anita Belle
Sridevi	Ayloo	Continuing Education and Workforce Development	PT Instructor	PTINST-103005	Anita Belle
Kiri	Bermack	Continuing Education and Workforce Development	PT Instructor	PTINST-102010	Chastity Farrell
Vincent	Borrelli	Continuing Education and Workforce Development	PT Instructor	PTINST-103005	Anita Belle
Maria "Carme"	de Sagun	Continuing Education and Workforce Development	PT Instructor	PTINST-103005	Anita Belle
Trinidad	Dela Rosa	Continuing Education and Workforce Development	PT Instructor	PTINST-103005	Anita Belle
Emajonite	Etienne	Continuing Education and Workforce Development	PT Instructor	PTINST-103005	Anita Belle
Jonathan	Goodman	Continuing Education and Workforce Development	PT Instructor	PTINST-103005	Anita Belle
George	Haniotis	Continuing Education and Workforce Development	PT Instructor	PTINST-102010	Chastity Farrell
Velia	Hoffman	Continuing Education and Workforce Development	PT Instructor	PTINST-102010	Chastity Farrell
Mary	Ibrahim	Continuing Education and Workforce Development	PT Instructor	PTINST-102010	Chastity Farrell
Christine	Kelly	Continuing Education and	PT Instructor	PTINST-102010	Chastity Farrell

		Workforce Development			
Dionne	Kettl	Continuing Education and Workforce Development	PT Instructor	PTINST-103005	Anita Belle
Johanna	Mejia	Continuing Education and Workforce Development	PT Instructor	PTINST-102010	Chastity Farrell
Ashley	Molina	Continuing Education and Workforce Development	PT Program Assistant	PTPRGA-602015	Anita Belle
Joanne	Rivera	Continuing Education and Workforce Development	PT Mentor	MENTOR-603091	Maritza Reyes
Jose	Sanchez	Continuing Education and Workforce Development	PT Instructor	PTINST-102010	Chastity Farrell
Norman	Smart	Continuing Education and Workforce Development	PT Coordinator	PTCORD-603095	Maritza Reyes
Rene	Sorto	Continuing Education and Workforce Development	PT Instructor	PTINST-102010	Chastity Farrell
Kimberly	Sumpter	Continuing Education and Workforce Development	PT Instructor	PTINST-102010	Chastity Farrell
Maryam	Syed	Continuing Education and Workforce Development	PT Instructor	PTINST-102010	Chastity Farrell
Jessica	Wohlstetter	Continuing Education and Workforce Development	PT Instructor	PTINST-102010	Chastity Farrell
Marolla	Youakim	Continuing Education and Workforce Development	PT Mentor	MENTOR-603091	Maritza Reyes
Christian	Johns	Enrollment Services	Enrollment Support Assistant	ENRSUP-200525	Wajia Zahur
Eman	Dasouky	Facilities	PT Administrative Assistant	PTADAS-601505-505455	Ilya Ashmyan
Darali	Garcia	Financial Aid	PT Office Assistant	OFFFAST-200520	Sylvia Mendoza
Sidney	Soogrim	Financial Aid	Office Assistant	OFFFAST-200520	Sylvia Mendoza



Mili	Patel	Information Technology Services	Instructional Lab Assistant	ISTLAB-253025	Diana Perez
Meghaben	Chauhan	Information Technology Services	Support Analyst, North Hudson Campus	SUPANL NHC-253025	Kenneth Melewski
Destiny	Roca	Information Technology Services	Customer Service Assistant	CSASST-253035	Frederick Medina
Taryne	Castell	Nursing and Health Professions	Skills Lab/Tutor	PTSLT-101017	Lori Byrd

**RECOMMENDATION:**      *The President, Administration, and Personnel Committee recommend that the Board of Trustees approve the Authorization of Part-time Staff 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>School/Office</b>
Giulia	Baldini	Humanities and Social Sciences
Joel	Hanson	Humanities and Social Sciences
Callie	Martin	Humanities and Social Sciences
Joseph	Whelan	Humanities and Social Sciences

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

**7. MODIFICATIONS TO STAFFING TABLE**

<b>Current Approved Title</b>	<b>New Title/ Classification</b>	<b>Incumbent</b>	<b>Current Salary Grade</b>	<b>New Salary Grade</b>	<b>Current Salary</b>	<b>New Salary</b>	<b>Effective Date</b>
Enrollment Support Assistant	International Student Assistant	Sabrina Bullock	105	105	N/A	N/A	March 12, 2025
Admissions and Recruitment Coordinator, Nursing Program	Manager, Admissions and Recruitment, Nursing Program	Lisa Cieckiewicz	112	117	\$ 79,016.49	\$ 86,000.00	March 12, 2025
Senior Support Analyst	Junior Systems Administrator	Malcolm Kornegay	112	112	\$ 53,120.64	\$ 54,461.00	March 12, 2025
Director of Diversity, Equity and Inclusion for Accessibility Services	Director of Accessibility Services	Danielle Lopez	119	119	N/A	N/A	March 12, 2025
Enrollment Support Assistant	Veterans Affairs Assistant	Willie Malone	105	105	N/A	N/A	March 12, 2025
Help Desk Manager	Information Technology Project Manager	Kenneth Melewski	113	113	N/A	N/A	March 12, 2025
Academic Lab Manager	User Services Manager	Diana Perez	112	114	\$ 71,605.34	\$ 78,400.00	March 12, 2025



Vice President for Diversity, Equity and Inclusion	Vice President for Institutional Engagement and Excellence	Yeurys Pujols	Ungraded	Ungraded	N/A	N/A	March 12, 2025
Executive Administrative Assistant, Office of Diversity, Equity and Inclusion	Executive Administrative Assistant, Office of Institutional Engagement and Excellence	Mirta Sanchez	112	112	N/A	N/A	March 12, 2025
Director of Diversity, Equity, and Inclusion for Cultural Affairs	Director of Cultural Affairs	Michelle Vitale	117	117	N/A	N/A	March 12, 2025
Associate Director of DEI Training	Associate Director of Institutional Engagement and Excellence Training	Richard Walker	115	115	N/A	N/A	March 12, 2025
Administrative Assistant, Registrar	Coordinator, Registrar	N/A	108	109	N/A	N/A	March 12, 2025

**RECOMMENDATION:**

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

**RESOLUTION:**

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

*Introduced by: Harold Stahl  
Seconded by: Vincent Lombardo*

8 Ayes.....0 Nays

*Resolutions Adopted*

**IX. ACADEMIC AND STUDENT AFFAIRS RECOMMENDATIONS 1-4:**

1. Resolution Authorizing Affiliation Agreement Between Hudson County Community College (HCCC) and Saint Michael's Medical Center was approved.
2. Resolution Authorizing Affiliation Agreement Between Hudson County Community College (HCCC) and Firehouse Fitness was approved.
3. Resolution Authorizing Memorandum of Understanding (MOU) Between Hudson County Community College (HCCC) and Rutgers University-Newark for the CONNECT Program was approved.
4. Resolution Authorizing Memorandum of Understanding (MOU) Between Hudson County Community College (HCCC) and Dimension Energy was approved.

*Introduced by: Pamela Gardner  
Seconded by: Edward DeFazio*

8 Ayes.....0 Nays

*Resolutions Adopted*

**X. NEW BUSINESS**

1. Resolution Authorizing Right-Of-Entry Agreement with the City of Jersey City for Sip Avenue Intersection Safety Improvements was approved.

*Introduced by: Pamela Gardner*

*Seconded by: Stacy Gemma*

*8 Ayes.....0 Nays*

*Resolution Adopted*

**XI. ADJOURNMENT at 5:35 p.m.**

*Introduced by: Roberta Kenny*

*Seconded by: Stacy Gemma*

*8 Ayes.....0 Nays*

*Resolution Adopted*

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

**Tuesday, April 8, 2025**

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

**1. Resolution Approving Award of Insurance Broker and Vendor**

**WHEREAS**, Hudson County Community College ("College") needs to purchase liability and casualty insurance ("Services"); and,

**WHEREAS**, pursuant to N.J.S.A 18A:64A-25.5 (a) (11), the College may contract for insurance coverage and consulting services in accordance with the requirements for extraordinary unspecifiable services; and,

**WHEREAS**, the College solicited proposals for the Services through a fair-and-open process and issued a Request-for-Proposal ("RFP") for the Services for a term of one (1) year; and,

**WHEREAS**, the College received the following proposals in response to the RFP:

<u>Vendor</u>	<u>Location</u>	<u>Fees</u>
Acrisure	Iselin, NJ	Anticipated to be paid as commissions through College's policies
Conner Strong & Buckelew	Camden, NJ	15%
CBIZ	Ewing, NJ	15%
Fairview	Verona, NJ	15%

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

**WHEREAS**, the term for these services is one (1) year; and,

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

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

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Trustees of Hudson County Community College award a contract to Acrisure of Iselin, New Jersey for the Services as described herein for one (1) year with the costs to be paid as commissions through the College's insurance policies.

**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:**

**Resolution 1) Resolution Approving Award of Insurance Broker and Vendor was temporarily set aside for later consideration.**

**INTRODUCED BY:** \_\_\_\_\_ Jeanette Peña

**SECONDED BY:** \_\_\_\_\_ Stacy Gemma

**DATE:** \_\_\_\_\_ April 8, 2025

DeFazio, Edward	<u>ABSENT</u>
Doria, Joseph	<u>ABSENT</u>
Gardner, Pamela	<u>AYE</u>
Gargiulo, Frank	<u>AYE</u>
Gemma, Stacy	<u>AYE</u>
Kenny, Roberta	<u>AYE</u>
Lombardo, Vincent	<u>AYE</u>
Rodriguez, Silvia	<u>AYE</u>
Stahl, Harold	<u>AYE</u>
Peña, Jeanette, Chair	<u>AYE</u>

8 Aye 0 Nay

\*\*\*RESOLUTION TABLED\*\*\*

Alexa Riano  
Signature of Recorder

04/08/2025  
Date

## 2. Resolution Approving Award of Consulting Services for Government Affairs

**WHEREAS**, Hudson County Community College ("College") requires the services of a consultant for Government Affairs Services ("Services"); and,

**WHEREAS**, consultant responsibilities include guidance, recommendations and other services in the area of Government Affairs including local, state, and federal governments, services regarding coordination of the College's Center for Student Success construction project, guidance and expertise in preparing the 2025-2050 Facilities Master Plan, guidance and expertise on other matters as assigned by the President, and attending regular and special meetings at the College as requested and required ("Services"); and,

**WHEREAS**, pursuant to N.J.S.A. 18A:64A-25.5 (a) (15), professional consulting services are exempt from public bidding; and,

**WHEREAS**, notwithstanding the bid exemption, the College solicited proposals for the Services through a fair-and-open process and issued a Request-for-Proposal ("RFP") for the Services; and,

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

<u>Vendor</u>	<u>Location</u>	<u>Cost</u>
ANJ Consulting	Bayonne, NJ	\$90,000

**WHEREAS**, the College has determined that the proposal submitted by ANJ Consulting ("ANJ") is in the best interests of the College, price and other factors considered; and,

**WHEREAS**, the term for these services is one (1) year; and,

**WHEREAS**, the cost of this service will be funded from the operating budget; and,

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

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Trustees of Hudson County Community College award a contract to ANJ Consulting of Bayonne, New Jersey for the Services as described herein at a total cost not to exceed of \$90,000.

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

### **3. Resolution Authorizing Renewal of Canvas Cloud Software**

**WHEREAS**, Hudson County Community College ("College") needs to renew the contract for a cloud-based education technology platform with advanced Learning Management System functionality; and,

**WHEREAS**, pursuant to N.J.S.A. 18A:64A-25.10, the Board of Trustees of two or more county colleges may enter into an agreement for the purchasing of work, materials or supplies for their respective colleges; and,

**WHEREAS**, the Joint Purchasing Consortium ("JPC") of the New Jersey Council of County Colleges, of which the College is a member, conducted a procurement for Learning Management Systems for all of the JPC's members and awarded a contract for the Canvas Cloud technology platform to Instructure, Inc.; and,

**WHEREAS**, Instructure, Inc. has submitted a proposal to the College for the Canvas Cloud platform pursuant to the JPC contract award at a cost not to exceed \$185,000, which represents no increase from the prior year; and,

**WHEREAS**, the anticipated term is one (1) year; and,

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

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

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Trustees of Hudson County Community College award a contract to Instructure, Inc. of Salt Lake City, Utah, for purchase of Canvas Cloud software through the JPC as described herein at a cost not to exceed \$185,000.

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

### **4. Resolution Approving Award of External Evaluator for the School of Continuing Education and Workforce Development**

**WHEREAS**, Hudson County Community College ("College") requires the services of a qualified external evaluator to provide a summative evaluation of grant activities occurring within the period of March 31, 2025 through April 30, 2027 ("Services"); and,

**WHEREAS**, the evaluator will work collaboratively with the School of Continuing Education and Workforce Development's Gateway to Innovation team; and,

**WHEREAS**, pursuant to N.J.S.A. 18A:64A-25.5 (a) (15), professional consulting services are exempt from public bidding; and,

**WHEREAS**, notwithstanding the bid exemption, the College solicited proposals for the Services through a fair-and-open process and issued a Request-for-Proposal ("RFP") for the Services; and,

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

<u>Vendor</u>	<u>Location</u>	<u>Cost (Annually)</u>
MGT Impact Solutions, LLC	Tampa, FL	\$120,000
Steps To Achieve	North Huntingdon, PA	\$21,750

**WHEREAS**, the College has determined that the proposal submitted by Steps To Achieve ("STA") is in the best interests of the College, price and other factors considered; and,

**WHEREAS**, the term for these services is two (2) years; and,

**WHEREAS**, the cost of this service will be funded from the Strengthening Community Colleges Training Grants (SCCTG); and,

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

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Trustees of Hudson County Community College award a contract to Steps To Achieve of North Huntingdon, Pennsylvania, for the Services as described herein at a total cost not to exceed of \$43,500 for two (2) years.

**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 Approving Award of Air Displacement Plethysmography**

**WHEREAS**, Hudson County Community College ("College") requires the services of a qualified vendor to provide equipment that delivers a validated way to measure body composition for laboratory experiences and potential research opportunities ("Services") for the Exercise Science and Personal Fitness Training Programs; and,

**WHEREAS**, the vendor must provide installation of the system and training for Exercise Science and Personal Fitness Training Program faculty members; and,

**WHEREAS**, pursuant to N.J.S.A. 18A:64A-25.5 (a) (10), the College may, without public advertising for bids or bidding therefore, make, negotiate or award a contract for specialized machinery or equipment of a technical nature which will not reasonably permit the drawing of specifications; and the procurement thereof, without advertising, is in the public interest; and,

**WHEREAS**, notwithstanding the bid exemption, the College solicited proposals for the Services through a fair-and-open process and issued a Request-for-Proposal ("RFP") for the Services for a term of one (1) year; and,

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

<u>Vendor</u>	<u>Location</u>	<u>Cost</u>
COSMED	Concord, CA	\$60,750

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

**WHEREAS**, the term for these services is one (1) year; and,

**WHEREAS**, the cost of these services will be funded from the Carl D. Perkins Grant; and,

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

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Trustees of Hudson County Community College award a contract to COSMED of Concord, California, for the Services as described herein for one (1) year at a total cost not to exceed of \$60,750.

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

**6. Resolution Authorizing Renewal of Review and Testing Course for Registered Nursing Program**

**WHEREAS**, Hudson County Community College ("College") offers an undergraduate program for students pursuing a Registered Nursing Degree ("Program"); and,

**WHEREAS**, Kaplan Test Prep, a division of Kaplan, Inc. ("Kaplan"), has developed proprietary materials, including the NCLEX-RN Review Course ("Review Course"), to test students' knowledge and help students prepare for the Registered Nursing exam; and,

**WHEREAS**, pursuant to N.J.S.A. 18A:64A-25.5 (a) (3), the College may, without public advertising for bids or bidding therefore, make, negotiate or award a contract for materials or supplies that are not available from more than one potential bidder, including without limitation materials or supplies that are copyrighted; and,

**WHEREAS**, the College has determined it is in the best interests of the Program to enter into a contract with Kaplan so that the Program's students will have access to the Review Course including support and maintenance from Kaplan; and,

**WHEREAS**, Kaplan submitted a proposal to provide materials at a cost not to exceed \$180 per academic term per student, which represents no increase from the prior year; and,

**WHEREAS**, the cost of these services will be funded from the Carl D. Perkins Grant; and,

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

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Trustees of Hudson County Community College award a contract to Kaplan, Inc. of Fort Lauderdale, Florida for the Review Course, with fees as 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.

**7. Resolution Authorizing Cooperative with the County of Union**

**WHEREAS**, pursuant to N.J.S.A. 18A:64A-25.11a, Hudson County Community College ("College") is authorized to be a participating contracting unit in a cooperative pricing system established pursuant to the laws of the state of New Jersey; and,

**WHEREAS**, the County of Union has established and offered voluntary participation to other units of government, including county colleges, in the Union County Cooperative Pricing System, a New Jersey approved Cooperative Pricing System for the purchase of goods and services ("8UCCP") in which the County of Union serves as the Lead Agency for procurement; and,

**WHEREAS**, the Finance Committee and Administration recommend joining the 8UCCP;

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Trustees of Hudson Community College hereby authorize participation in the 8UCCP effective immediately.

**BE IT FURTHER RESOLVED** that the Board of Trustees authorize the Administration to take all steps necessary to enter into the Union County Cooperative Pricing Agreement with the County of Union serving as Lead Agency; and,

**BE IT FURTHER RESOLVED** that the Lead Agency shall be responsible for complying with the provisions of the Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.) and all other provisions of the revised statutes of the State of New Jersey.

## **8. Resolution Authorizing Sale of Personal Property**

**WHEREAS**, Hudson County Community College ("College") owns personal property in the category of computer equipment that is no longer needed for College purposes; and,

**WHEREAS**, the estimated fair market value of all of the property is less than the College's bid threshold; and,

**WHEREAS**, pursuant to N.J.S.A. 18A:64A-25.27, the College may sell personal property no longer needed for College purposes at private sale since the estimated value of property is less than the College's bid threshold; and,

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

**WHEREAS**, proceeds collected will be used for HCCC Foundation scholarships; 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.

## **9. Resolution Authorizing Sale of Furniture**

**WHEREAS**, Hudson County Community College ("College") owns personal property in the category of furniture that is no longer needed for College purposes; and,

**WHEREAS**, the estimated fair market value of all of the property is less than the College's bid threshold; and,

**WHEREAS**, pursuant to N.J.S.A. 18A:64A-25.27, the College may sell personal property no longer needed for College purposes at private sale since the estimated value of property is less than the College's bid threshold; and,

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

**WHEREAS**, proceeds collected will be used for HCCC Foundation scholarships; 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.

## **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 Recommendation 2-9.**



2) Resolution Approving Award of Consulting Services for Government Affairs; 3) Resolution Authorizing Renewal of Canvas Cloud Software; 4) Resolution Approving Award of External Evaluator for the School of Continuing Education and Workforce Development; 5) Resolution Approving Award of Air Displacement Plethysmography; 6) Resolution Authorizing Renewal of Review and Testing Course for Registered Nursing Program; 7) Resolution Authorizing Cooperative with the County of Union; 8) Resolution Authorizing Sale of Personal Property; and 9) Resolution Authorizing Sale of Furniture.

**INTRODUCED BY:**

Pamela Gardner

**SECONDED BY:**

Vincent Lombardo

**DATE:**

April 8, 2025

DeFazio, Edward  
Doria, Joseph  
Gardner, Pamela  
Gargiulo, Frank  
Gemma, Stacy  
Kenny, Roberta  
Lombardo, Vincent  
Rodriguez, Silvia  
Stahl, Harold  
Peña, Jeanette, Chair

ABSENT

ABSENT

AYE

AYE

AYE

AYE

AYE

AYE

AYE

AYE

8 Aye 0 Nay

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

Alexa Riano  
Signature of Recorder

04/08/2025  
Date

**HUDSON COUNTY COMMUNITY COLLEGE**

**BOARD OF TRUSTEES MEETING**

**Tuesday, April 8, 2025**

**VIII. PERSONNEL RECOMMENDATIONS**

**1. RETIREMENT**

<b>First Name</b>	<b>Last Name</b>	<b>Title</b>	<b>Salary Grade</b>	<b>Effective Date</b>
JoAnn	Kulpeksa	Student Services Assistant	107	April 1, 2025

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

**2. RESIGNATIONS**

<b>First Name</b>	<b>Last Name</b>	<b>Title</b>	<b>Salary Grade</b>	<b>Effective Date</b>
Nicholas	Chiaravalloti	Vice President for External Affairs and Senior Counsel to the President	Cabinet	July 1, 2025
Everett	Mapp	Coordinator, Instructional Technology and Testing	112	April 1, 2025

**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 FULL-TIME STAFF**

<b>First Name</b>	<b>Last Name</b>	<b>Title</b>	<b>Salary Grade</b>	<b>Effective Date</b>	<b>Annual Salary</b>
Salma	Abdelwahed	Coordinator of Cultural Affairs	109	April 9, 2025	\$ 48,335.80
Robert	DiMartino	Vice President for Human Resources	Ungraded	May 5, 2025	\$180,000.00
Zachary	Forrest	Associate Director for Veterans Affairs and International Student Services	115	June 2, 2025	\$ 65,228.18
Dominique	Maynard	Director of Hudson Hub One Stop Student Services Center	119	April 29, 2025	\$ 90,000.00
Lillie	O'Hara	Program Coordinator for Continuing Education	112	April 9, 2025	\$ 55,000.00
Jonathan	Sisk	Director of Athletics	119	April 28, 2025	\$ 95,000.00

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

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

<b>First Name</b>	<b>Last Name</b>	<b>Title</b>	<b>Salary Grade</b>	<b>Effective Date</b>	<b>Anticipated End Date</b>	<b>Annual Salary</b>
Mariam	Amer	Academic Advisor	109	April 1, 2025	August 31, 2025	\$ 47,202.93

Perla	De Aza Paniagua	Academic Advisor	109	April 1, 2025	August 31, 2025	\$ 47,202.93
Samantha	Ramirez	Academic Advisor	109	April 1, 2025	August 31, 2025	\$ 47,202.93
Farimah	Mazzotta	Visual Arts and Design Equipment and Labs Manager (Grant-funded)	116	April 9, 2025	June 30, 2025	\$ 72,000.00

**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. REAPPOINTMENT OF TENURE-TRACK FACULTY FOR ACADEMIC YEAR 2025-26**

<b><i>First Name</i></b>	<b><i>Last Name</i></b>	<b><i>Title</i></b>	<b><i>School</i></b>
Annie	Barran	Instructor, Nursing	Nursing and Health Professions
Jonathan	Cabrera	Instructor, Criminal Justice	Humanities and Social Sciences
Christopher	Cody	Instructor, History	Humanities and Social Sciences
Sharon	Daughtry	Instructor, Business	Business, Culinary Arts, and Hospitality Management
Yavuz	Guner	Instructor, Computer Science	Science, Technology, Engineering, and Mathematics (STEM)
Elizabeth	Hallacy	Instructor, ESL	Humanities and Social Sciences
Gabriel	Holder	Instructor, Medical Billing and Coding	Nursing and Health Professions
Marissa	Lontoc	Instructor, Table Service	Business, Culinary Arts, and Hospitality Management
Raffi	Manjikian	Instructor, Chemistry	Science, Technology, Engineering, and Mathematics (STEM)
Steffi	Montenegro	Instructor, Nursing	Nursing and Health Professions
Josue	Perez	Instructor, Philosophy	Humanities and Social Sciences
Sebastian	Pieciak	Instructor, Speech/ Communications	Humanities and Social Sciences
Soviesky	Pujols	Instructor, English	Humanities and Social Sciences
Sonja	Rodiger-Radovic	Instructor, ESL	Humanities and Social Sciences
Keeley	Thornton	Instructor, ESL	Humanities and Social Sciences
Kade	Thurman	Instructor, Sociology	Humanities and Social Sciences
Amanda	Velez	Instructor, ESL	Humanities and Social Sciences
Benedetto	Youssef	Instructor, English	Humanities and Social Sciences

**RECOMMENDATION:**

*The President, Administration, and Personnel Committee recommend that the Board of Trustees approve the Reappointment of Tenure-track faculty above as Personnel Recommendation Item No. 5.*

**6. REAPPOINTMENT OF COLLEGE LECTURERS, NON-TENURED, FOR ACADMEIC YEAR 2025-26**

<b>First Name</b>	<b>Last Name</b>	<b>School</b>
Griselda	Frane	Nursing and Health Professions
Carmen	Pelardis	Nursing and Health Professions
Nancy	Saliba	Nursing and Health Professions

**RECOMMENDATION:**

*The President, Administration, and Personnel Committee recommend that the Board of Trustees approve the Reappointment of College Lecturers above as Personnel Recommendation Item No. 6.*

**7. AUTHORIZATION OF PART-TIME STAFF THROUGH APRIL 2026, AS NEEDED**

<b>First name</b>	<b>Last name</b>	<b>Office</b>	<b>Title</b>	<b>Position ID</b>	<b>Supervisor</b>
Ciara	Umali	Accessibility Services	Notetaker/ Reader	READER-150525	Karine Davis
Gabriela	Hoffman	ADJ Academic Support Services	Tutor	TUTOR-252010	Kenny Fabara
Sawsan	Sider	ADJ Academic Support Services	Tutor	TUTOR-252010	Kenny Fabara
Paula	Pereira Hartmann	Business, Culinary Arts, and Hospitality Management	Receiving Clerk	RECERK-101030	Ara Karakashian
Tanushree	Srivastava	Business, Culinary Arts, and Hospitality Management	Receiving Clerk	RECLERK-101030	Ara Karakashian
Ruth	Abadie Alana	Continuing Education and Workforce Development	PT Instructor	PTINST-102010	Chastity Farrell
Kenneth	Asah	Continuing Education and Workforce Development	PT Instructor	PTINST-102010	Chastity Farrell
Martine	Cadet	Continuing Education and Workforce Development	PT Instructor	PTINST-102010	Chastity Farrell
Cherise	Dawson	Continuing Education and Workforce Development	PT Instructor	PTINST-603078	Anita Belle
Belen	Deri	Continuing Education and Workforce Development	PT Instructor	PTINST-103005	Anita Belle
Denise	Dubron	Continuing Education and Workforce Development	PT Instructor	PTINST-603078	Anita Belle

Cynthia	Elliott	Continuing Education and Workforce Development	PT Instructor	PTINST-102010	Chastity Farrell
Carlos	Fernandez-Chinchilla	Continuing Education and Workforce Development	PT Instructor	PTINST-103005; PTINST-603091	Anita Belle; Maritza Reyes
Inez	Johnson	Continuing Education and Workforce Development	PT Instructor	PTINST-103005	Anita Belle
Felicia	Kazin Penchina	Continuing Education and Workforce Development	PT Instructor	PTINST-103005	Anita Belle
Paola	Leon	Continuing Education and Workforce Development	PT Instructor	PTINST-102010	Chastity Farrell
Johnstone	Libutsi	Continuing Education and Workforce Development	PT Instructor	PTINST-603078	Anita Belle
Laci	Mancini	Continuing Education and Workforce Development	PT Office Assistant	OFFAST-102010	Chastity Farrell
Jorge	Martinez	Continuing Education and Workforce Development	PT Instructor	PTINST-603078	Anita Belle
Melissa	Molinero	Continuing Education and Workforce Development	PT Instructor	PTINST-603078	Anita Belle
Maurice	Patterson	Continuing Education and Workforce Development	PT Instructor	PTINST-103005	Anita Belle
Perla	Peralta	Continuing Education and Workforce Development	PT Instructor	PTINST-102010	Chastity Farrell
Elizabeth	Santiago	Continuing Education and Workforce Development	PT Instructor	PTINST-102010	Chastity Farrell
Karen	Standard	Continuing Education and Workforce Development	PT Instructor	PTINST-102010; PTINST-103005	Chastity Farrell; Anita Belle
Anna	Starzec	Continuing Education and Workforce Development	PT Instructor	PTINST-102010	Chastity Farrell
Ernesto	Tobar	Continuing Education and	PT Instructor	PTINST-102010	Chastity Farrell

		Workforce Development			
Jose	Torre	Continuing Education and Workforce Development	PT Instructor	PTINST-103005	Anita Belle
Sam	Varghese	Continuing Education and Workforce Development	PT Healthcare Instructor	HCINST-103005; HCINST-601515	Samaya Yashayeva; Anita Belle
Cynthia	Wilson	Continuing Education and Workforce Development	PT Instructor	PTINST-603078	Anita Belle
Jamaris	Young	Continuing Education and Workforce Development	PT Instructor	PTINST-603095	Maritza Reyes
Arnoush	Abedian	Financial Aid	Office Assistant	OFFAST-200520	Sylvia Mendoza
Zurisadai R.	Aguirre	Financial Aid	Office Assistant	OFFAST-200520	Sylvia Mendoza
Fayrouz	Raouad	Hudson Helps Resource Center	Food Pantry Manager	PTRYMGR-603055	Katherine Morales
Nyisha	Hall	Human Resources	Office Assistant	OFFAST-253020	Amaalah Ogburn
Rachel	Gapasin	Humanities and Social Sciences	Office Assistant	OFFAST-101021	Betzabe Reyes
Raymond	Miranda	Humanities and Social Sciences	Office Assistant	OFFASST-101035	Matthew Kolbusz
Ail	Patel	Information Technology Services	Instructional Lab Assistant	ISTLAB-253025	Diana Perez
Nandlall	Ramsarran	Information Technology Services	Customer Service Assistant	CSASST-253035	Frederick Medina
Thomas	Larson	Mental Health Counseling and Wellness	PT Social Worker	PRSW-252033	Doreen Pontius-Molos
Wan Yui	Suazo	Nursing and Health Professions	Skills Lab/Tutor	PTSLT-101017	Lori M. Byrd
Eva	Quezada	Nursing and Health Professions	Office Assistant	OFFAST-101016	Tess Wiggins
Ja'Nya	Graham	Science, Technology, Engineering, and Mathematics (STEM)	Office Assistant	OFFASST 101015	Burl Yearwood

**RECOMMENDATION:**

*The President, Administration, and Personnel Committee recommend that the Board of Trustees approve the Authorization of Part-time Staff, as needed, as Personnel Recommendation Item No.7.*

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

<b>First Name</b>	<b>Last Name</b>	<b>School/Office</b>
Jannat	Perez	Nursing and Health Professions
Cesar B	Otavalo	Science, Technology, Engineering, and Mathematics (STEM)

**RECOMMENDATION:**

*The President, Administration, and Personnel Committee recommend that the Board of Trustees approve the Appointment of New Hire Adjunct Instructors listed above as Personnel Recommendation Item No. 8.*

**9. MODIFICATIONS TO STAFFING TABLE**

<b>Current Approved Title</b>	<b>New Title/ Classification</b>	<b>Incumbent</b>	<b>Current Salary Grade</b>	<b>New Salary Grade</b>	<b>Current Salary</b>	<b>New Salary</b>	<b>Effective Date</b>
Payroll Office Assistant, Part-time (2)	Assistant Director, Payroll	N/A	N/A	113	N/A	N/A	April 9, 2025
Vice President for External Affairs, Special Initiatives, and Senior Counsel to the President	Consultant	Nicholas A. Chiaravalloti	Cabinet	Consultant	\$ 185,200.00	\$ 90,000.00	July 1, 2025
Associate Vice President for Continuing Education and Workforce Development	Vice President for Strategic Initiatives, Continuing Education and Workforce Development	Lori Margolin	122	Cabinet	\$ 164,251.00	\$ 180,000.00	July 1, 2025
Director of Faculty and Staff Development (Director I)	Director of Faculty and Staff Development (Director II)	Amaalah Ogburn	117	119	\$ 77,250.00	\$ 87,250.00	July 1, 2025
Senior Executive Assistant to the President and Board of Trustees	Senior Executive Assistant to the President and Board of Trustees/ Chief of Staff	Alexa Riano	116	116	\$ 95,067.24	\$105,067.24	July 1, 2025

**RECOMMENDATION:**

*The President, Administration, and Personnel Committee recommend that the Board of Trustees approve the Staffing Table Modifications listed above as Personnel Recommendation Item No. 9.*

**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 1-9.**

1) Retirement; 2) Resignations; 3) Appointment of Full-time Staff; 4) Appointment of Temporary Full-time Staff; 5) Reappointment of Tenure-track Faculty for Academic Year 2025-2026; 6) Reappointment of

College Lecturers, Non-tenured; 7) Authorization of Part-time Staff, as Needed; 8) Appointment of New Hire Adjunct Instructors; and 9) Modifications to Staffing Table.

**INTRODUCED BY:**

Harold Stahl

**SECONDED BY:**

Pamela Gardner

**DATE:**

April 8, 2025

DeFazio, Edward  
Doria, Joseph  
Gardner, Pamela  
Gargiulo, Frank  
Gemma, Stacy  
Kenny, Roberta  
Lombardo, Vincent  
Rodriguez, Silvia  
Stahl, Harold  
Peña, Jeanette, Chair

ABSENT

ABSENT

AYE

AYE

AYE

AYE

AYE

AYE

AYE

AYE

8 Aye 0 Nay

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

Alexa Riano  
Signature of Recorder

04/08/2025  
Date



**HUDSON COUNTY COMMUNITY COLLEGE**

**BOARD OF TRUSTEES MEETING**

**Tuesday, April 8, 2025**

**IX. ACADEMIC AND STUDENT AFFAIRS**

**1. Resolution Authorizing Recognition of April 2025 as Hudson County Community College Month**

**WHEREAS**, the more than thirteen hundred community and technical colleges in the United States, public and private, have contributed enormously to the richness and accessibility of American higher education; and,

**WHEREAS**, by providing educational opportunities at costs and locations accessible to all who are qualified, community and technical colleges have greatly enhanced the opportunity for every ambitious student to enter a postsecondary school program, and as community-based institutions, our schools provide varied programs and offer specialized training for more than one thousand occupations; and,

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

**WHEREAS**, the 2017 Equality of Opportunity Project ranked the College in the top 5% of 2,200 educational institutions for improving students' social mobility; and,

**WHEREAS**, the College's Foundation has raised over \$3.5 million for student scholarships to date; and,

**WHEREAS**, the College awarded over \$2.3 million to 1,186 students through the Community College Opportunity Grant in Academic Year 2024-2025; and,

**WHEREAS**, the College is the largest of four higher education institutions in Hudson County with an unduplicated enrollment of approximately 20,000 credit and non-credit students, and operates campuses in Jersey City and Union City as well as an off-site location in Secaucus at the Hudson County Schools of Technology Frank J. Gargiulo Campus; and,

**WHEREAS**, the College has invested in facilities that support students' learning and overall success such as a state-of-the-art STEM building, an award-winning library building, a signature culinary arts building, a studio theatre classroom, a Bloomberg Finance lab, a park outside of 161 Newkirk Street, a new student center located at 81 Sip Avenue, a comprehensive campus in Union City at which a new café was recently installed, and a forthcoming comprehensive center dedicated to student success; and,

**WHEREAS**, the College offers more than 90 degree and certificate programs, including nationally recognized and accredited programs in Culinary Arts, a Computer Science Cybersecurity program that has been recognized as a Center of Academic Excellence by the National Security Agency, and a Medical Assisting program that was awarded programmatic accreditation from the Commission on Accreditation of Allied Health Education Programs; and,

**WHEREAS**, the College has engaged with local K-12, university, and industry partners to provide students with a wide array of academic and career pathways, including Eastern Millwork, Inc. in the field of Advanced Manufacturing, the International Brotherhood of Electrical Workers Local 164 in the field of Construction Management, and the International Union of Operating Engineers Local 825 in the field of Technical Studies; and,

**WHEREAS**, 15 students from Bayonne High School's Early College Program and six students from the Hudson County Schools of Technology's Early College Program earned associate degrees ahead of their high school diplomas in May 2024, and in 2025, ten students from Bayonne High School, 12 from Kearny High School, 4 from Lincoln High School, and 19 from the Hudson County Schools of Technology, for a total of 45 students, are expected to earn their associate degree; and,

**WHEREAS**, the College has developed new academic programs in Pharmacy Technician, Metalworking, Construction Technology, Construction Administration, and Cannabis Studies, and has experienced significant growth in its inventory of courses and programs that are delivered fully online to meet the needs of the local community and labor market; and,

**WHEREAS**, the School of Nursing and Health Professions received "Insight Into Diversity" Magazine's 2024 Health Professions Higher Education Excellence in Diversity Award; the School of Business, Culinary Arts, and Hospitality Management received "Insight Into Diversity" Magazine's 2025 "Inspiring Programs in Business" Award; and, the College's Libraries received "Insight Into Diversity" Magazine's 2025 Library Excellence in Access and Diversity Award; and,

**WHEREAS**, the College was awarded a Title V grant through the U.S. Department of Education in the amount of \$3 million to expand educational opportunities and promote academic attainment of students, with a focus on Hispanic and Latino students through "The Golden Door/La Puerta Dorada" project; and,

**WHEREAS**, to date, 483 students have been awarded the Proficiency Certificate in ESL; and,

**WHEREAS**, the School of Continuing Education and Workforce Development was awarded a \$1.75 million Strengthening Community Colleges Training Grant by the U.S. Department of Labor to expand its "Gateway to Innovation" Program; and,

**WHEREAS**, the College has partnered with the Hudson County Department of Family Services and Reintegration and the New Jersey Reentry Corporation (NJRC) to provide education and training programs that lead to gainful employment for individuals who are currently, or were previously, incarcerated; and,

**WHEREAS**, HCCC has received \$175,000 to date from the All Within My Hands Foundation's Metallica Scholars Initiative Award for its Welding program at NJRC; and,

**WHEREAS**, in partnership with NJRC, the College received \$388,000 from the New Jersey Council of County Colleges to offer a Summer Training Institute and served 380 court-involved young adults; and,

**WHEREAS**, the College was awarded a National Science Foundation grant in the amount of \$600,000 to expand its nationally acclaimed Cybersecurity program; and,

**WHEREAS**, 25 members of the College's faculty and staff have been celebrated for their commitment to professional development as recipients of the 2025 National Institute for Staff and Organizational Development (NISOD) Excellence Award and 25 faculty and staff have been acknowledged with the League for Innovation in the Community College's League Excellence Award in 2025; and,

**WHEREAS**, members of HCCC's faculty have been celebrated for their commitment to student success as recipients of the American Association of Community College's Dale P. Parnell Faculty Distinction Recognition in 2019, 2020, 2023, 2024, and 2025, and the Association of Community College Trustees' (ACCT) Northeast Regional Faculty Member Award in 2021; and,

**WHEREAS**, 72 faculty have earned at least one Association of College and University Educators (ACUE) teaching credential to date; and,

**WHEREAS**, HCCC was named as finalist for seven of 11 American Association of Community Colleges (AACC) 2024 Awards of Excellence and won in three categories: CEO of the Year for Dr. Chris Reber,

*Faculty Member of the Year for Dr. Clive Li, and Student Success Award for the Hudson Scholars Program, and in 2025 was named as a finalist for three national award categories; and,*

**WHEREAS**, *three HCCC employees have been selected to participate in the Hispanic Association of Colleges and Universities (HACU) Leadership Programs over the past two years; and,*

**WHEREAS**, *the College is committed to supporting students beyond the classroom by promoting a culture of care across its campuses that includes food pantries on both campuses, a clothing closet, mental health counseling services, and an emergency fund for students' use, and has been awarded the Campus Prevention Network Seal of Prevention by Vector Solutions; and,*

**WHEREAS**, *HCCC has received significant grant funding from Aspen Institute's Ascend Parent Advisors, the Ellucian Foundation, and the PSE&G Foundation to advance its culture of care; and,*

**WHEREAS**, *consistent with its commitment to supporting student parents, HCCC joined Generation Hope's "Family U" Program in 2023 and received the 2024 Generation Hope FamilyU Seal; and,*

**WHEREAS**, *the College has maintained a commitment to innovation and leadership in higher education by investing federal stimulus funding to create the Hudson Scholars program, which is a developed-to-scale student success program that has received national recognition; and,*

**WHEREAS**, *the College's Hudson Scholars Program was recognized with the 2023 National Bellwether Award for Instructional Programs and Services, the 2024 National Bellwether Legacy Award, a prestigious \$100,000 signature grant from The Provident Bank Foundation, and the initial Fall 2021 Hudson Scholars cohort earned a 38% three-year graduation rate; and,*

**WHEREAS**, *through its engagement with the Aspen Institute and American Association of State Colleges and Universities' Transfer Intensive Program, HCCC developed a robust transfer pathway, the CONNECT Program, with New Jersey City University, which is the transfer destination for the largest number of HCCC students, and has continued to expand its CONNECT Program partnerships, most recently with Rutgers University-Newark; and,*

**WHEREAS**, *the College has maintained a laser-like focus on student success through its engagement with Achieving the Dream and has experienced an increase of 85% in its three-year graduation rate over the past 5 years while anticipating another significant increase in 2025; and,*

**WHEREAS**, *the College was recognized in February 2024 as a Leader College of Distinction by Achieving the Dream; and,*

**WHEREAS**, *the College's Center for Teaching, Learning, and Innovation hosted its fourth annual Teaching and Learning Symposium on Social Justice in Higher Education, which consisted of 44 presenters and attracted 2,006 attendees; and,*

**WHEREAS**, *the College was recognized for its Diversity, Equity and Inclusion initiatives as the recipient of the "INSIGHT Into Diversity" 2024 Higher Education Excellence in Diversity (HEED) Award for the fourth consecutive year; and,*

**WHEREAS**, *the College was recognized for the third consecutive year as a Most Promising Place to Work in Community Colleges by the National Institute for Staff and Organizational Development (NISOD) and "Diverse: Issues in Higher Education"; and,*

**WHEREAS**, *the College was recognized as a 2024 "Great College to Work For" by ModernThink and received special designation as a "Great Colleges to Work For" Honor Roll of Distinction institution; and,*

**WHEREAS**, the College received the Hispanic Association of Colleges and Universities (HACU) Outstanding Member Institution Award and was selected to host a “HACU on the Road” event on its Journal Square Campus; and,

**WHEREAS**, HCCC students have been celebrated as recipients of the Jack Kent Cooke Foundation Scholarship, the Goldwater Scholarship, the DREAM Scholar recognition, the Harvey Lincoln Student Scholarship, the Phi Theta Kappa Hites Scholarship, and the Kaplan Leadership Scholarship, among others; and,

**WHEREAS**, the College has a student semi-finalist for the 2025 Jack Kent Cooke Foundation Scholarship; and,

**WHEREAS**, the HCCC Beta Alpha Phi chapter of Phi Theta Kappa (PTK) International Honor Society has earned the distinction of Five Star Chapter Status, which is Phi Theta Kappa’s highest level of recognition; and,

**WHEREAS**, Dr. Chris Reber has been recognized as a Phi Theta Kappa (PTK) Honor Society Paragon President and in 2024 received PTK International Honor Society’s most prestigious award, the Shirley B. Gordon Award of Distinction; and,

**WHEREAS**, College leaders have been recognized with the following awards from PTK: PTK 2022 Distinguished College Administrator Award and PTK 2022, 2023 and 2024 Continued Excellence Award for Advisors; and,

**WHEREAS**, President Reber was recognized with the Association of Community College Trustees (ACCT) 2022 Northeast Regional Chief Executive Officer Award, the 2022 Education Leader Award by the Hispanic State Parade of New Jersey, the Hudson County Chamber of Commerce 2021 “Legends Spirit Award,” and, for the third consecutive year, was named to the NJBIZ Education Power 50 List; and,

**WHEREAS**, President Reber was honored in 2023 by Hudson County Latin American Chamber of Commerce as Education Leader of the Year and has the distinction of being the first community college president invited to serve on the national Business Higher Education Forum (BHEF); and,

**WHEREAS**, the College is committed to serving as the community’s college through continued engagement with its African American Outreach Committee and its Latino Advisory Council; and,

**WHEREAS**, in recognition of the important contributions of community and technical colleges to our total educational system, the United States Congress authorized and requested then President Ronald Reagan to issue Proclamation 5418 establishing a National Community College Month in 1985; and,

**WHEREAS**, the Administration, and Academic and Student Affairs Committee, recommend recognizing April 2025 as Hudson County Community College Month;

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Trustees of Hudson County Community College recognize April 2025 as Hudson County Community College Month.

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

## **2. Resolution Authorizing New Academic Certificate in Cybersecurity**

**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 Academic Certificate in Cybersecurity to address student and market demand; and,

**WHEREAS**, the Academic Certificate in Cybersecurity provides students with the knowledge and skills required to work within entry-level roles in cybersecurity, including network troubleshooting, network defense, basic computer forensics, and fundamental network management; and,

**WHEREAS**, the Academic Certificate in Cybersecurity curriculum articulates into the College's Associate of Science in Computer Science Option in Cybersecurity degree program; and,

**WHEREAS**, the Administration, and the Academic and Student Affairs Committee, recommend the authorization of the Academic Certificate in Cybersecurity, effective Fall 2025;

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Trustees of Hudson County Community College authorize the Academic Certificate in Cybersecurity.

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

### **3. Resolution Authorizing Affiliation Agreement Between Hudson County Community College (HCCC) and Bridgeway Behavioral Health Services**

**WHEREAS**, Hudson County Community College ("College") offers a Human Services Program ("Program") through its School of Humanities and Social Sciences; and,

**WHEREAS**, the Program includes an internship experience component; and,

**WHEREAS**, the Program requires additional sites at which its students can fulfill the requisite internship experience; and,

**WHEREAS**, Bridgeway Behavioral Health Services has the capacity to meet the needs of the Program; and,

**WHEREAS**, Hudson County Community College seeks to enter into an Affiliation Agreement ("Agreement") with Bridgeway Behavioral Health Services whereby students enrolled in the Program will be able to complete an internship experience; and,

**WHEREAS**, this Agreement will remain in effect for the term listed in the Agreement unless otherwise terminated by either party in accordance with the parameters established in the Agreement; and,

**WHEREAS**, the Administration, and Academic and Student Affairs Committee, recommend the authorization of the Affiliation Agreement between Hudson County Community College and Bridgeway Behavioral Health Services;

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Trustees of Hudson County Community College authorize the Affiliation Agreement between Hudson County Community College and Bridgeway Behavioral Health Services, retroactive to February 14, 2025.

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

**4. Resolution Authorizing Articulation Agreement Between Hudson County Community College (HCCC) and New Jersey Prevention Network for the Award of Credit for Prior Learning in Addictions Counseling**

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

**WHEREAS**, the College desires to enter into an Articulation Agreement (“Agreement”) with New Jersey Prevention Network (“NJPN”) whereby NJPN clients will be able to earn credit for prior learning towards academic pathways in Human Services; and,

**WHEREAS**, the term of the Agreement renewal is three (3) years unless otherwise terminated by either party in accordance with the parameters established in the Agreement; and,

**WHEREAS**, the Administration, and the Academic and Student Affairs Committee, recommend the authorization of the Articulation Agreement between Hudson County Community College and New Jersey Prevention Network;

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Trustees of Hudson County Community College authorize this Articulation Agreement between Hudson County Community College and New Jersey Prevention Network, effective May 1, 2025.

**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 Amendment of Agreement Between Hudson County Community College (HCCC) and New Jersey Reentry Corporation (NJRC) for the Delivery of a General Education Development Test (GED) Preparation Program**

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

**WHEREAS**, in service of its mission, the College has partnered with New Jersey Reentry Corporation (“NJRC”) to provide academic and workforce training programs to justice-involved individuals; and,

**WHEREAS**, NJRC desires to continue to offer GED Instruction for its clients; and,

**WHEREAS**, the College can continue to meet this need; and,

**WHEREAS**, the College seeks to amend its agreement (“Agreement”) with NJRC for the provision of GED Instruction, whereby the College will continue to offer a virtual GED program for NJRC clients statewide through GEDWorks™; and,

**WHEREAS**, the delivery of the GED program will continue to be supported by a Student Success Coach; and,

**WHEREAS**, through the amendment, this Agreement will remain in effect for two (2) years unless otherwise terminated by either party in accordance with the parameters established in the Agreement; and,

**WHEREAS**, the Administration, and Academic and Student Affairs Committee, recommend the authorization of the amendment of the Agreement between Hudson County Community College and New Jersey Reentry Corporation;

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Trustees of Hudson County Community College authorize this amendment of the Agreement between Hudson County Community College and New Jersey Reentry Corporation, retroactive to January 1, 2024.

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

**6. Resolution Authorizing Affiliation Agreement Between Hudson County Community College (HCCC) and Optima Care Fountains**

**WHEREAS**, Hudson County Community College ("College") offers an Enhanced Certified Nurse Aide ("CNA") Program through its School of Continuing Education and Workforce Development ("CEWD"); and,

**WHEREAS**, the CNA Program includes a clinical experience component; and,

**WHEREAS**, the CNA Program requires additional sites at which its students can fulfill the requisite clinical experiences; and,

**WHEREAS**, Optima Care Fountains has the capacity to meet these needs of the CNA Program; and,

**WHEREAS**, Hudson County Community College seeks to enter into an Agreement with Optima Care Fountains whereby students enrolled in the CNA Program will be able to complete clinical experiences at Optima Care Fountains; and,

**WHEREAS**, this Agreement will remain in effect for two (2) years unless otherwise terminated by either party in accordance with the parameters established in the Agreement; and,

**WHEREAS**, the Administration, and Academic and Student Affairs Committee, recommend the Agreement between Hudson County Community College and Optima Care Fountains;

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Trustees of Hudson County Community College authorize the Agreement between Hudson County Community College and Optima Care Fountains, retroactive to March 12, 2025.

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

**7. Resolution Authorizing Renewal of Affiliation Agreement Between Hudson County Community College (HCCC) and Peace Care, Inc.**

**WHEREAS**, Hudson County Community College ("College") offers an Enhanced Certified Nurse Aide ("CNA") Program through its School of Continuing Education and Workforce Development ("CEWD"); and,

**WHEREAS**, the CNA Program includes a clinical experience component; and,

**WHEREAS**, the CNA Program requires additional sites at which its students can fulfill the requisite clinical experiences; and,

**WHEREAS**, Peace Care, Inc. continues to have the capacity to meet these needs of the CNA Program; and,

**WHEREAS**, Hudson County Community College seeks to renew its Agreement with Peace Care, Inc., whereby students enrolled in the CNA Program will be able to complete clinical experiences at Peace Care, Inc.; and,

**WHEREAS**, this Agreement will remain in effect for two (2) years unless otherwise terminated by either party in accordance with the parameters established in the Agreement; and,

**WHEREAS**, the Administration, and Academic and Student Affairs Committee, recommend the renewal of the agreement between Hudson County Community College and Peace Care, Inc.;

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Trustees of Hudson County Community College authorize the renewal of the Agreement between Hudson County Community College and Peace Care, Inc., retroactive to March 12, 2025.

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

**8. Resolution Authorizing Memorandum of Understanding (MOU) Between Hudson County Community College (HCCC) and MMD**

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

**WHEREAS**, MMD shares this vision as it aspires to support HCCC students and community residents in benefitting from Cannabis legalization; and,

**WHEREAS**, Hudson County Community College ("College") offers non-credit and credit-bearing Cannabis programs ("Programs") through its School of Continuing Education and Workforce Development and its School of Business, Culinary Arts, and Hospitality Management, respectively; and,

**WHEREAS**, the College seeks to enter into a Memorandum of Understanding ("MOU") with MMD whereby the College and MMD will work collaboratively to provide internship, externship, and employment opportunities for HCCC students completing HCCC Cannabis courses; offer Cannabis-related workshops, training programs, and events; leverage resources for the promotion of each organization; contribute to scholarship funds for HCCC students; and, serve on HCCC's Cannabis Advisory Board; and,

**WHEREAS**, this MOU will remain in effect for one (1) year unless otherwise terminated by either party in accordance with the parameters established in the MOU; and,

**WHEREAS**, the Administration, and Academic and Student Affairs Committee, recommend the authorization of the MOU between Hudson County Community College and MMD;

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Trustees of Hudson County Community College authorize the Memorandum of Understanding between Hudson County Community College and MMD, effective April 9, 2025.

**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 Affiliation Agreement Between Hudson County Community College (HCCC) and Genesis Training, LLC**

**WHEREAS**, Hudson County Community College ("College") offers a Proficiency Certificate in Personal Fitness Training and an Associate of Science degree in Exercise Science ("Programs") through its School of Nursing and Health Professions; and,

**WHEREAS**, the Programs include an internship experience; and,

**WHEREAS**, the Programs require additional sites at which students can fulfill the requisite internship experience; and,



**WHEREAS**, Genesis Training, LLC has the capacity to meet the needs of the Programs; and,

**WHEREAS**, Hudson County Community College seeks to enter into an Affiliation Agreement ("Agreement") with Genesis Training, LLC, whereby students enrolled in the Programs will be able to complete internship experiences; and,

**WHEREAS**, this Agreement will remain in effect for three (3) years unless otherwise terminated by either party in accordance with the parameters established in the Agreement; and,

**WHEREAS**, the Administration, and Academic and Student Affairs Committee, recommend the authorization of the Affiliation Agreement between Hudson County Community College and Genesis Training, LLC;

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Trustees of Hudson County Community College authorize the Affiliation Agreement between Hudson County Community College and Genesis Training, LLC, retroactive to April 1, 2025.

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

**RESOLUTION:**

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Trustees approve the recommendations of the President, Administration, and Academic and Student Affairs Committee as outlined above in **Item IX., Academic and Student Affairs Recommendations 1-9:**

1) Resolution Authorizing Recognition of April 2025 as Hudson County Community College Month; 2) Resolution Authorizing New Academic Certificate in Cybersecurity; 3) Resolution Authorizing Affiliation Agreement Between Hudson County Community College (HCCC) and Bridgeway Behavioral Health Services; 4) Resolution Authorizing Articulation Agreement Between Hudson County Community College (HCCC) and New Jersey Prevention Network for the Award of Credit for Prior Learning in Addictions Counseling; 5) Resolution Authorizing Amendment of Agreement Between Hudson County Community College (HCCC) and New Jersey Reentry Corporation (NJRC) for the Delivery of a General Education Development Test (GED) Preparation Program; 6) Resolution Authorizing Affiliation Agreement Between Hudson County Community College (HCCC) and Optima Care Fountains; 7) Resolution Authorizing Renewal of Affiliation Agreement Between Hudson County Community College (HCCC) and Peace Care, Inc.; 8) Resolution Authorizing Memorandum of Understanding (MOU) Between Hudson County Community College (HCCC) and MMD; and, 9) Resolution Authorizing Affiliation Agreement Between Hudson County Community College (HCCC) and Genesis Training, LLC.

**INTRODUCED BY:**

Pamela Gardner

**SECONDED BY:**

Silvia Rodriguez

**DATE:**

April 8, 2025

DeFazio, Edward  
Doria, Joseph  
Gardner, Pamela  
Gargiulo, Frank  
Gemma, Stacy  
Kenny, Roberta  
Lombardo, Vincent

ABSENT

ABSENT

AYE

AYE

AYE

AYE

AYE

Rodriguez, Silvia  
Stahl, Harold  
Peña, Jeanette, Chair

AYE  
AYE  
AYE

8 Aye 0 Nay

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

Alexa Riano  
Signature of Recorder

04/08/2025  
Date

## ***Supporting Documents***

**[\*Click Here for Supporting Documents\*](#)**

**HUDSON COUNTY COMMUNITY COLLEGE**

**BOARD OF TRUSTEES MEETING**

***Tuesday, April 8, 2025***

**X. NEW BUSINESS**

*None*

**HUDSON COUNTY COMMUNITY COLLEGE**

**BOARD OF TRUSTEES MEETING**

**Tuesday, April 8, 2025**

**XI. ADJOURNMENT**

**RESOLUTION:**

**NOW, THEREFORE, BE IT RESOLVED** that the April 8, 2025 meeting of the Hudson County Community College Board of Trustees be adjourned at 6:46 P.M.

**INTRODUCED BY:** Jeanette Peña

**SECONDED BY:** Pamela Gardner

**DATE:** April 8, 2025

DeFazio, Edward	<u>ABSENT</u>
Doria, Joseph	<u>ABSENT</u>
Gardner, Pamela	<u>AYE</u>
Gargiulo, Frank	<u>AYE</u>
Gemma, Stacy	<u>AYE</u>
Kenny, Roberta	<u>AYE</u>
Lombardo, Vincent	<u>AYE</u>
Rodriguez, Silvia	<u>AYE</u>
Stahl, Harold	<u>AYE</u>
Peña, Jeanette, Chair	<u>AYE</u>

8 Aye 0 Nay

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

Alexa Riano  
Signature of Recorder

04/08/2025  
Date

## NEW ACADEMIC DEGREE PROGRAM PROGRAM ANNOUNCEMENT

<b>Institution</b>	Hudson County Community College
<b>New Academic Degree Program Title</b>	Cybersecurity Academic Certificate
<b>Degree Designation</b>	Academic Certificate
<b>Degree Abbreviation</b>	CYS.CERT
<b>CIP Code and Nomenclature</b>	11.1003 – Computer and Information Sciences and Support Services
<b>Total Credit Hours</b>	33 credits
<b>Proposed Start Date</b>	September 2025

### Introduction:

Describe the institutional profile and context for the proposed program.

<b>Strategic Direction</b>	<b>Strategic Initiative</b>	<b>Academic Certificate in Cybersecurity</b>
<b>Strategic Direction 3:</b> Innovative Programming for Students Aligned with Workforce and Community Needs <b>Vision Statement:</b> Hudson County Community College assesses the needs of the local and statewide labor	<b>Strategic Initiative 8:</b> Assess and revise course curricula, degree and certificate programs to address workforce and community needs. <b>Purpose of the Strategic Initiative:</b> The purpose of this initiative is to better align the career goals of students and academic pathways to promote career success.	A cybersecurity certificate program is designed to equip students with skills that are in high demand in the workforce. By aligning the curriculum with current industry standards and emerging threats, the program ensures that graduates are prepared for immediate entry into the cybersecurity field.

<p>markets to develop academic programs and workforce credentials that prepare and empower students for educational transfer and gainful employment. With on-ramps and off-ramps between academic programs and workforce credentials, the College provides customized learning experiences to promote skill and knowledge development. Students are supported with innovative and modern facilities and resources.</p>	<p><b>Strategic Initiative 10:</b> Establish flexible, short-term credential programs. <b>Purpose of the Strategic Initiative:</b> The purpose of this initiative is to address immediate workforce needs and to encourage students to pursue additional academic credentials at two- and four-year colleges and universities. This initiative will also include the growth and development of certificate programs, stackable credentials, and badges.</p>	<p><b>Quick Entry into the Field:</b> Cybersecurity certificate program is designed to be completed in a relatively short period compared to traditional degree programs. This allows students to quickly gain the skills and knowledge needed to enter the workforce or advance in their current roles. <b>Up-to-Date Skills:</b> The focus on current cybersecurity threats and technologies ensures that the skills taught are relevant and immediately applicable, addressing the fast-evolving needs of the cybersecurity job market. <b>Encourages students to pursue additional credentials:</b> Many cybersecurity certificate programs are designed to be part of a stackable credential system. Students can start with a basic certificate and then build on it with additional certifications or degrees</p>
	<p><b>Strategic Initiative 16:</b> Expand high-quality and diverse remote, online and hybrid learning modalities. <b>Purpose of the Strategic Initiative:</b> The purpose of this strategic initiative is to expand the scope of learning opportunities and modalities to address and support the diverse needs of students.</p>	<p><b>By offering the cybersecurity certificate,</b> HCCC enhances remote access, making the program available to students who face geographical, personal, or professional constraints that prevent them from attending on-campus classes. This expansion of remote learning options broadens the scope of learning opportunities for a diverse audience. Additionally, the flexible scheduling will benefit students who need to balance education with work or other responsibilities.</p>

### Overview of proposed new academic degree program:

Provide a summary of key program elements relevant to each standard.

This certificate program equips students for entry-level roles in cybersecurity, including network troubleshooting, network defense, basic computer forensics, and fundamental network management. It also covers the development and implementation of information security policies and procedures. Credits earned through this certificate can be applied toward an Associate A.S. Degree in Computer Science Option in Cybersecurity.

The 33-credit Academic Certificate in Cybersecurity is awarded upon successful completion of the specified courses within the Cybersecurity program.

General Education			Major Requirements	
Category	Course	Credits	Course	Credits
Mathematics	MAT-114 or Higher*  *(MAT-110, 111, 112, 211, 212, and 215)	3	CSC-113: Discrete Math	3
Communication (3 Credits)	ENG 101	3	CSC-117 Java Programming	3
			CSC-214 Data Structure and Adv Programming	3
			CSC 226 Database Design and Concepts	3
			CSC-227 Operating Systems	3
			CSC-232 Cyber Security	3
			CSC-240 Introduction to Local Area Networks	3
			CSC-242 Computer Forensics	3
			CSC-245 Ethical Hacking	3
<b>Total</b>	<b>6</b>		<b>Total</b>	<b>27</b>
<b>Grand Total: 33credits</b>				



**Recommended Course Sequence:**

First Semester	Second Semester	Third Semester
<ol style="list-style-type: none"> <li>1. ENG 101 <i>Pre req: passing score on college placement test or exit AFE or ESL</i></li> <li>2. MAT-114 or Higher <i>Pre req: (MAT -114 pre req exit through CPT, or exit academic foundation coursework)</i></li> <li>3. CSC-113: Discrete Math <i>Co req: MAT-100, MAT-110, or MAT -111</i></li> <li>4. CSC-117 Java Programming <i>Pre req: MAT 100 or higher</i></li> </ol>	<ol style="list-style-type: none"> <li>1. CSC-214 Data Structure and Adv Programming. <i>Pre req: CSC-117, or CSC-115</i></li> <li>2. CSC-232 Cyber Security <i>Co req: CSC-115 Or CSC-117 or CSC-118</i></li> <li>3. CSC-240 Introduction to Local Area Networks <i>Pre req: CSC_101 or CSC-111 or CSC-115 or CSC-117 or CSC-118</i></li> <li>4. CSC 226 Database Design and Concepts <i>Pre req: CSC-111 or CSC-115 or CSC-117 or CSC-118</i></li> </ol> <p><b><i>Note: if students take CSC117 in the first semester, they can take all the above in the second semester.</i></b></p>	<ol style="list-style-type: none"> <li>1. CSC-227 Operating Systems. <i>Pre req: CSC-111 or CSC-115 or CSC-117 or CSC-118</i></li> <li>2. CSC-242 Computer Forensics <i>Co req: CSC-240</i></li> <li>3. CSC-245 Ethical Hacking <i>Pre req: CSC-240</i></li> </ol>

### **Sufficient academic quality**

Provide the program objectives, highlighting alignment with institutional mission and strategic plan, curriculum design, and resources, including human resources, that will support the program.

### **Evaluation and Learning Outcomes Assessment plan for the program**

#### **College Mission:**

The HCCC mission is to provide its diverse communities with inclusive, high-quality educational programs and services that promote student success and upward social and economic mobility.

#### **Program Mission**

The Academic Certificate in Cybersecurity program advances the College's mission by offering students exceptional educational opportunities. This program not only equips them for immediate employment in the Cybersecurity field but also lays the groundwork for pursuing advanced studies, including Associate's and bachelor's degrees in Cybersecurity.

#### **Academic Certificate in Cybersecurity (Goals).**

1. To equip students with skills that are in high demand in the workforce.
2. To provide quick Entry into the cybersecurity field.
3. To provide students with Up-to-Date Skills
4. To encourage students to pursue additional credentials.
5. To enhance remote access for HCCC diverse students.

#### **Certificate program learning outcome (PLO), students completing this program will be able to:**

1. Demonstrate an understanding of data communication concepts, computer vulnerabilities, forms of cyberattacks, countermeasures and methods of securing computer networks.
2. Analyze and identify potential intrusions and risks in a computing environment.
3. Apply cybersecurity skills, experiences and training to scenarios from commercial business, law enforcement and government.
4. Implement cybersecurity policies procedures and protocols in any computing environment that complies with legal and regulatory requirements.
5. Employ techniques to identify, investigate and mitigate cyber fraud.

	List of Major Requirements & Electives										
	CSC-113	CSC-117	CSC-214	CSC-226	CSC-227	CSC-232	CSC-240	CSC-242	CSC-245	MAT-114	ENG-101
<b>PLO #1</b>	✓	✓	✓	✓✓	✓✓	✓✓✓	✓✓✓	✓✓✓	✓✓✓	✓	✓
<b>PLO #2</b>	✓✓	✓✓	✓✓	✓✓	✓✓	✓✓✓	✓✓✓	✓✓✓	✓✓✓	✓✓	✓
<b>PLO #3</b>	✓	✓✓	✓✓	✓	✓✓	✓✓✓	✓✓✓	✓✓✓	✓✓✓	✓	✓
<b>PLO #4</b>						✓✓✓	✓✓✓	✓✓✓	✓✓✓		✓
<b>PLO #5</b>	✓	✓	✓	✓	✓	✓✓	✓✓	✓✓✓	✓✓✓	✓✓✓	✓

**Note:** ✓ = extent to which course helps students achieve program goals: ✓ (=1, somewhat) ✓✓ (=2, yes) ✓✓✓ (=3, very much)

Assessment Plan		
PLO	[Key Course]	Assessment Method
1. Demonstrate an understanding of data communication concepts, computer vulnerabilities, forms of cyberattacks, countermeasures and methods of securing computer networks.	CSC-232, CSC-240, CSC-242, CSC-245. ENG-101 To some extent: CSC-226, SC-227	Hands-On Infosec Labs (please refer to infosec lab manual and assessment), exams, homework such as writing reports such as current events component, class discussions of current events
2. Analyze and identify potential intrusions and risks in a computing environment.	CSC-232, CSC-240, CSC-242, CSC-245. ENG-101 To some extent: CSC-226, SC-227	Hands-On Infosec Labs (please refer to infosec lab manual and assessment), exams, homework such as writing reports such as current events component, class discussions of current events
3. Apply cybersecurity skills, experiences and training to scenarios from commercial business, law enforcement and government.	CSC-232, CSC-240, CSC-242, CSC-245 ENG-101 To some extent: CSC-226, SC-227	Hands-On Infosec Labs (please refer to infosec lab manual and assessment), exams, homework such as writing reports such as current events component, class discussions of current events
4. Implement cybersecurity policies procedures and protocols in any computing environment that complies with legal and regulatory requirements	CSC-232, CSC-240, CSC-242, CSC-245, ENG-101	Hands-On Infosec Labs (please refer to infosec lab manual and assessment), exams, homework such as writing reports such as current events component, class discussions of current events
5. Employ techniques to identify, investigate and mitigate cyber fraud.	CSC-232, CSC-240, CSC-242, CSC-245.	Hands-On Infosec Labs (please refer to infosec lab manual and assessment), exams, homework such as

	To some extent: CSC-226, SC-227 ENG-101	writing reports such as current events component, class discussions of current events.
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Program Goal	Key Performance Indicator(KPI)	Target	Assessment Timeline
<b>1. To equip students with skills that are in high demand in the workforce.</b> By aligning the curriculum with current industry standards and emerging threats, the program ensures that graduates are prepared for immediate entry into the cybersecurity field.	<b>Job Placement Rate in Cybersecurity Field".</b> This KPI measures the percentage of graduates who secure employment in cybersecurity-related roles within a specified time frame after completing the program.	<b>TBD</b>	<b>Annual</b>
<b>2. Quick Entry into the cybersecurity field.</b> Cybersecurity certificate program is designed to be completed in a relatively short period compared to traditional degree programs. This allows students to quickly gain the skills and knowledge needed to enter the workforce or advance in their current roles.	<b>Time-to-Employment Rate.</b> This metric tracks the average duration it takes for graduates of the cybersecurity certificate program to secure their first job in the cybersecurity field after completing the program.	<b>TBD</b>	<b>Annual</b>
<b>3. Provide students with Up-to-Date Skills.</b> The focus on current cybersecurity threats and technologies ensures that the skills taught are relevant and immediately applicable, addressing the fast-evolving needs of the cybersecurity job market.	<b>High Achievement Rate in Industry-Relevant Assessments.</b> This KPI measures the percentage of students who achieve scores of 80% or higher on industry-specific tests, including information security labs( <b>InfoSec</b> ), interview exams, and other relevant assessments	<b>TBD</b>	<b>Annual</b>
<b>4. Encourages students to pursue additional credentials.</b> Many cybersecurity certificate programs are designed to be part of a stackable credential system. Students can start with a basic certificate and then build on it with additional certifications or degrees	<b>Credential Advancement Rate.</b> This measures the percentage of students who, after completing the initial certificate program, go on to earn additional certifications or advanced degrees in cybersecurity	<b>TBD</b>	<b>Annual</b>
<b>5.Enhances remote access for HCCC diverse students.</b> making the program available to students who face geographical, personal, or professional constraints that prevent them from attending on-campus classes. This expansion of remote learning options broadens the scope of learning opportunities for a diverse audience. Additionally, the flexible	<b>Remote Enrollment and Completion Rate.</b> This KPI tracks the percentage of students who enroll in and successfully complete the program through remote learning options.		

scheduling will benefit students who need to balance education with work or other responsibilities.			
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### **Sufficient evidence of labor market demand for the program**

Describe the evidence that supports the need for the program.

Among the many Cybersecurity positions is Information Security Analyst, According to **U.S. Bureau of Labor Statistics**

<https://www.bls.gov/ooh/computer-and-information-technology/information-security-analysts.htm>

**Information security analysts** plan and carry out security measures to protect an organization's computer networks and systems.

Employment of information security analysts is projected to grow 32 percent from 2022 to 2032, much faster than the average for all occupations.

About 16,800 openings for information security analysts are projected each year, on average, over the decade. Many of those openings are expected to result from the need to replace workers who transfer to different occupations or exit the labor force, such as to retire.

This growth projection reflects an ongoing labor shortage: CyberSeek reported more than 572,000 cybersecurity openings between September 2022 and August 2023. <https://www.cyberseek.org/>

**I need (a career guide website):** <https://www.indeed.com/career-advice/finding-a-job/highest-paid-cyber-security-jobs>

### **Examples of the Highest-Paying Cybersecurity Jobs with Salaries.**

1. Security engineer, National average salary: \$108,356 per year  
Requirements: BS degree/ Cybersecurity
2. Information security analyst, National average salary: \$71,000 per year  
Requirements: 2 years' experience, Cybersecurity Certificate, or BS in Cybersecurity
3. Penetration tester, National average salary: \$81-\$153K per year  
BS degree/ Cybersecurity, minimum 1 year experience

Cybersecurity Jobs: **Entry-Level:** [https://learn.org/articles/career\\_in\\_cybersecurity\\_with\\_certificate.html](https://learn.org/articles/career_in_cybersecurity_with_certificate.html)

Cybersecurity Job **with Just a Certificate:**

- Cybersecurity Analyst
- Security Administrator
- Network Security Technician
- Incident Responder

**Note:** Rather than settling for entry level Cybersecurity jobs, while students are pursuing Academic Certificate in Cybersecurity, they are also recommended advance their career by obtaining AS or BS degrees in cybersecurity.

### **Duplication with comparable programs of study in the State**

Explain what distinguishes the program from existing offerings.

The Cybersecurity program at HCCC requires 60 credits to complete, while this certificate only requires 33 credits. This shorter pathway allows graduates to enter the workforce more quickly. Additionally, the credits earned from this certificate can be applied toward an associate or bachelor's degree if graduates choose to pursue further education.

### **The Cybersecurity Academic Certification is offered at a select group of community colleges across New Jersey.**

	<b>Institution</b>	<b>Link to website</b>	<b>Program/Certificate</b>	<b>Comments</b>
1	Atlantic Cape Community College	<a href="https://www.atlanticcape.edu/academics/degrees-structure/associates/cybersecurity-option.php">https://www.atlanticcape.edu/academics/degrees-structure/associates/cybersecurity-option.php</a>	A.A.S Cybersecurity - Option. B.S. Cybersecurity, B.S. Information Technology –. Cybersecurity Technology. A.S	Atlantic Cape Community College
2	Bergen County College	<a href="https://bergen.edu/csit/available-programs/">https://bergen.edu/csit/available-programs/</a>	Cybersecurity A.A.S	No Cybersecurity Certificates
3	Brookdale Community College	<a href="https://catalog.brookdalecc.edu/programs/CYBSEC">https://catalog.brookdalecc.edu/programs/CYBSEC</a>	Cybersecurity, Academic Credit Certificate of Achievement	12-18 credits, professional certificate not academic certificate the target audience for this certificate of achievement includes professionals already working in IT.
4	Camden County College	<a href="https://www.camdencc.edu/program/cybersecurity-certificate/">https://www.camdencc.edu/program/cybersecurity-certificate/</a>	A.A.S And Cybersecurity Certificate	21 credits
5	County College of Morris	<a href="https://www.ccm.edu/center-for-cybersecurity/">https://www.ccm.edu/center-for-cybersecurity/</a>	Certificate of Achievement	15 credits
6	Essex County College	<a href="https://catalog.essex.edu/about-academic-divisions/math-engineering-technology-computer-science-division/cybersecurity-academic-certificate/">https://catalog.essex.edu/about-academic-divisions/math-engineering-technology-computer-science-division/cybersecurity-academic-certificate/</a>	Cybersecurity - Certificate of Achievement	29 credits,
7	Middlesex County College	<a href="https://middlesexcollege.edu/academics/computer-science/cybersecurity/">https://middlesexcollege.edu/academics/computer-science/cybersecurity/</a>	Cybersecurity A.A.S	No Cybersecurity Certificates
8	Raritan Valley Community College	<a href="https://catalog.raritanval.edu/preview_program.php?catoid=15&amp;poid=1863&amp;returnto=1320">https://catalog.raritanval.edu/preview_program.php?catoid=15&amp;poid=1863&amp;returnto=1320</a>	Computer Networking & Cybersecurity, Certificate	30 credits, Certificate is designed toward networking more than Cybersecurity

9	Union County College	<a href="https://www.ucc.edu/academics/degrees/cybersecurity/">https://www.ucc.edu/academics/degrees/cybersecurity/</a>	Cybersecurity, A.S. Cyber Forensics, A.A.S.	No Certificates in Cybersecurity
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**Cybersecurity Academic Certification offered at a four year institution in New Jersey examples**

	Institution	Link to website	Program/Certificate	Comments
1	Felician University	<a href="https://live-felician-catalog.pantheonsite.io/degrees-alt">https://live-felician-catalog.pantheonsite.io/degrees-alt</a>	Cybersecurity, B.S Cybersecurity Certificate Technical Certificate	16 credits
2	NJCU	<a href="https://www.njcu.edu/academics/schools-colleges/college-professional-studies/departments/professional-security-studies/certificate-programs/cyber-defense-certificate">https://www.njcu.edu/academics/schools-colleges/college-professional-studies/departments/professional-security-studies/certificate-programs/cyber-defense-certificate</a>	Cybersecurity B.S, M.S Cyber Defense, Certificate  Information Security (INFOSEC) - Standard 4011, Certificate	12 credits  16 credits
3	NJIT	<a href="https://cs.njit.edu/certificate-foundations-cybersecurity">https://cs.njit.edu/certificate-foundations-cybersecurity</a>	Cybersecurity M.S Certificate in Foundations of Cybersecurity & Privacy	12 credits
4	Rutgers University	<a href="https://cs.camden.rutgers.edu/undergraduate/cybersecurity-certificate/">https://cs.camden.rutgers.edu/undergraduate/cybersecurity-certificate/</a>	Cybersecurity MS. Cybersecurity Certificate	12 credits

**Requirement of significant additional State resources**

If applicable, describe how the proposed program will ensure fiscal stewardship of State resources, demonstrate return on investment, and/or become self-sustaining.

**Fiscal Stewardship of State Resources:**

**Efficient Use of Resources:** The program will leverage existing college facilities and faculty expertise, minimizing additional expenses.

The cost to accessing hands-on labs will be covered by grants such as Perkins and NSF grants.

Additional labs will be developed in-house by existing faculty and adjuncts.

**External Funding:** The program will seek grants and partnerships with industry stakeholders to supplement state funding, reducing reliance on state resources and demonstrating proactive financial management.

**Return on Investment:**

**High Employment Potential:** Cybersecurity is a rapidly growing field with strong job demand.

Since HCCC is designated as a Center of Academic Excellence by the National Security Agency (NSA), Cybersecurity courses included for this certificate are aligned with the requirements of NSA, The program (Certificate) curriculum will be aligned with industry needs to ensure graduates are job-ready, leading to high employment rates and attractive salaries, showcasing a clear return on investment. Curriculum alignment with the industry needs is based on feedback from HCCC Cybersecurity program advisory board.

**Self-Sustainability:**

**Revenue Generation:** The program will be designed to attract sufficient enrollment to cover its costs through student tuition.

**Continuous Improvement:** By staying current with industry trends and updating the curriculum as needed, the program will maintain its relevance and appeal, ensuring ongoing student interest and financial stability



**STUDENT SERVICE LEARNING AFFILIATION AGREEMENT  
HUMAN SERVICES DEPARTMENT  
HUDSON COUNTY COMMUNITY COLLEGE**

THIS AGREEMENT is entered into as of the 14<sup>th</sup> day of February, 2025 between Bridgeway Behavioral Health Services, having an address at 506 3<sup>rd</sup> Street in Hoboken, New Jersey, 07030 (hereinafter referred to as “Agency”) and HUDSON COUNTY COMMUNITY COLLEGE, having an address at 25 Journal Square, Jersey City, New Jersey 07306 (hereinafter referred to as “College”).

WHEREAS, the College has a curriculum in Human Services; and

WHEREAS, service learning experience is a required and integral component of the Human Services curriculum; and

WHEREAS, the College desires the cooperation of the Agency in the development and implementation of the service learning experience phase of its Human Services curriculum; and

WHEREAS, Agency desires to participate with the College in the development and implementation of service learning experience for Human Services students of the College.

NOW THEREFORE in consideration of the mutual promises hereinafter contained, the Agency and College agree as follows:

1. TERM

This Agreement shall be for a period commencing on 2/14/2025 and continuing until 2/14/2027. The Agreement may thereafter be renewed on an annual basis for two (2) additional years, upon the mutual written consent of the Agency and College.

2. TERMINATION

- A. Either party hereto shall have the right to terminate this Agreement at the end of the initial one (1) year term or annual renewal time period upon thirty (30) days prior written notice to the other party.
- B. In the event of the breach of any provision of this Agreement by one party, the other party shall have the right and option to give the breaching party notice thereof and, in the event the breaching party fails to remedy the breach within thirty (30) days of the receipt of such written notice, the other party may, at its sole option, terminate this Agreement.
- C. If the Agency exercises its right to terminate this Agreement, the Agency agrees that no students participating in an ongoing clinical affiliation program will be denied the opportunity to complete the clinical program, even when the effective date of termination occurs prior to the completion date of the program.

3. COLLEGE RESPONSIBILITIES

**STUDENT SERVICE LEARNING AFFILIATION AGREEMENT  
HUMAN SERVICES DEPARTMENT  
HUDSON COUNTY COMMUNITY COLLEGE**

The College shall:

- A. Assume full responsibility for the planning and the execution of the curriculum for its students, including the administration, curriculum content and faculty appointments.
- B. The College assures that all instructors possess the requisite academic qualifications for their academic roles.
- C. The College will provide a clinical assignment schedule of dates for the affiliation periods throughout the academic year.
- D. The College shall inform its students of the requirement to conform to the rules, regulations and policies of the Agency.
- E. The College will inform its students that they must meet certain health standards as required by the Agency.

4. **AGENCY RESPONSIBILITIES**

The Agency shall:

- A. Participate in joint evaluation of the effectiveness of the field work experiences through meetings and/or written, online evaluations of the students as well as inform the College of any problems or concerns that may affect the student's performance or permanence in that field setting.
- B. The Agency shall provide one hour of individual or triadic supervision a week and provide the necessary supplies and facilities as may be required to insure quality education for the students without impairing quality client care.
- C. The Agency shall provide an orientation of its facilities, and procedures for the College's students. Agency rules, regulations and policies will be available and reviewed with each student by the Agency.
- D. The Agency shall provide emergency care for students in case of illness or accident. However, Agency shall not be responsible for any further care. In no event shall Agency be responsible for a greater amount or degree of care of assistance than it would reasonably provide for its paid employees. The College shall be promptly notified of any such occurrence. The student shall be responsible for payment of any medical expenses incurred.

**STUDENT SERVICE LEARNING AFFILIATION AGREEMENT  
HUMAN SERVICES DEPARTMENT  
HUDSON COUNTY COMMUNITY COLLEGE**

- E. The Agency shall supervise the College's students while the students are on the premises of the Agency for the purposes of the program. No student shall be deemed under the control or supervision of the Agency while not on Agency's premises.

**5. MUTUAL OBLIGATIONS**

The parties hereto mutually agree that:

- A. The Agency shall at all times retain sole responsibility for all client care, and the extent of participation of student in assisting with providing client care.
- B. Responsibility for planning the clinical experience in the Agency will be jointly shared by the Agency's staff and the College's instructors, subject at all times to the policies, rules and regulations of the Agency.
- C. A student of the College may be assigned to any facilities or programs within the Agency's system.
- D. Student curriculum, attendance and scheduling shall be under the direction of the College as long as they do not conflict with Agency's policies, rules and regulations.
- E. Each student of the College will start his/her clinical experience program as determined by mutual agreement. Minor adjustments in the length of service and the period during which it shall be rendered may be made with the mutual consent of the College and the Agency.
- F. The Agency and College will perform their duties and responsibilities under this Agreement without cost or other financial obligation to the other party.

**6. STUDENT RESPONSIBILITIES**

The College shall advise students of the following conditions of participation in the program. Further, the College shall advise students that failure to meet the following conditions shall be grounds for denial of admission to the program and/or dismissal from the program:

- A. Students of the College shall, at all times, follow the rules and regulations established by the Agency. The Agency shall orient the students to applicable rules and regulations.
- B. The health of all students assigned to the Agency shall meet the standards required for the



**STUDENT SERVICE LEARNING AFFILIATION AGREEMENT  
HUMAN SERVICES DEPARTMENT  
HUDSON COUNTY COMMUNITY COLLEGE**

Agency's employees.

- C. Students of the College acknowledge that all information regarding patient identity, diagnosis, prognosis, treatment and/or any personal data which comes into the possession of the student is strictly confidential. Students shall not disclose any such information to third parties and will take all steps reasonably necessary to protect the privacy, confidentiality and dignity of any patients with whom the students have contact during the clinical program provided for herein.
- D. The student will provide medical documentation of any special physical needs while participating in the program.
- E. Each student, at his or her own expense, shall be required to submit to a criminal background check prior to starting training at the Agency as required by the Agency's criminal background check procedure. Any student whose record shows an adverse finding will be subject to review by the Agency. The Agency may reject any student for clinical training based upon the information contained in the criminal background check.

**7. REGULATORY COMPLIANCE**

College and Agency agree that each shall comply with all applicable requirements of Municipal, County, State and Federal authorities, all applicable Municipal and County ordinances and regulations, and all applicable State and Federal statutes and regulations now or hereafter in force and effect to the extent that they directly or indirectly bear upon the subject matters of this Agreement. These include, without limitation the applicable requirements under any State fair employment practices or similar laws declaring discrimination in employment based upon race, color, creed, religion, sex, sexual preference or national origin as illegal and, if applicable, Title VII of the Civil Rights Act of 1964 or any applicable rule or regulation promulgated pursuant to any such laws herein above described.

**8. INDEPENDENT CONTRACTOR**

Both Agency and College are independent contractors. It is not intended that an employer/employee, joint venture, or partnership agreement be established hereby expressly or by implication between Agency and College. Rather, in discharging all duties and obligations hereunder, Agency shall at all times be in and remain an independent contractor relationship with College.

Neither Agency nor College is authorized or permitted to act as an agent or employee of the other. Nothing in this Agreement shall in any way alter the freedom enjoyed by either Agency or College, nor shall it in any way alter the control of the management, operation, and affairs of either Agency or College,

**STUDENT SERVICE LEARNING AFFILIATION AGREEMENT  
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it being the intent of this Agreement that Agency and College shall maintain separate and independent management, and each has full, unrestricted authority and responsibility regarding its organization and structure.

Neither party, by virtue of this Agreement, assumes any liability for any debts or obligations of either a financial or legal nature incurred by the other party to this Agreement.

**9. CONFIDENTIALITY**

Both College and Agency shall at all times comply with standards of documentation and confidentiality mandated by state and federal regulatory agencies and accrediting agencies, as same may be modified and amended from time to time, including the Health Insurance Portability and Accountability Act of 1996 ("HIPAA"), standards of the Joint Commission on Accreditation of Healthcare Organizations, and medical records policies and guidelines established and approved by Agency, which shall be made available to the College's students.

**10. NO DISCRIMINATION**

The College and Agency mutually agree that no students shall be discriminated against on the basis of race, color, sex, creed, age, national origin, ancestry, marital status, familial status, religion, sexual orientation or disability for the purposes of this Agreement.

**12. NO WAIVER**

The waiver or failure of either party to exercise any right provided for herein shall not be deemed a waiver of any further right hereunder.

**13. ENTIRE AGREEMENT**

This Agreement supersedes any and all other Agreements, either oral or in writing, between the parties with respect to the services of Agency or College, and this Agreement contains all the covenants and agreements between the parties with respect to this affiliation agreement. The parties agree that no oral representations or written representations, other than contained herein, were relied on by the parties, or form additional terms of this Agreement.

**14. MODIFICATION**

Agency or College may from time to time request changes to the terms in this Agreement. Such changes shall be valid only if incorporated as a written amendment to this Agreement.

**15. ASSIGNABILITY**

**STUDENT SERVICE LEARNING AFFILIATION AGREEMENT  
HUMAN SERVICES DEPARTMENT  
HUDSON COUNTY COMMUNITY COLLEGE**

The duties and obligations of each of the parties hereto shall be deemed personal and unique. This Agreement and the duties and obligations of the parties hereunder shall not be assigned to any other person, firm or corporation without the prior written consent of the other party.

**16. GOVERNING LAW**

This Agreement shall be governed by and construed in accordance with the laws of the State of New Jersey, including without limitation, the New Jersey Tort Claims Act, N.J.S.A. 59:1-1 et seq., and the New Jersey Contractual Liability Act, N.J.S.A. 59:13-1 et seq. The parties agree that pursuant to the New Jersey Contractual Liability Act, venue and jurisdiction regarding any matter pertaining to this Agreement shall be in the Superior Court of New Jersey, Law Division, and consent to same.

**17. NOTICES**

All notices required or permitted under this Agreement shall be in writing and shall be deemed delivered when delivered in person or deposited in the United States mail, postage prepaid, addressed as follows:

As to the Agency:

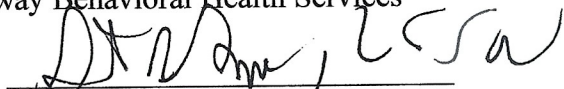
**STUDENT SERVICE LEARNING AFFILIATION AGREEMENT  
HUMAN SERVICES DEPARTMENT  
HUDSON COUNTY COMMUNITY COLLEGE**

As to the College:

Hudson County Community College  
25 Journal Square  
Jersey City, New Jersey 07306  
Attn.: Department of Humanities and Social Sciences

IN WITNESS WHEREOF the parties hereto have affixed their hands and seals or caused these presents to be executed by their duly authorized corporate officers on the day and year first above written.

Bridgeway Behavioral Health Services

Signed:  Date: 2/14/2025

Name: Stephanie R Simon, LCSW, NCPsyA, CCS, DRCC  
Title: Vice President of Outpatient Services

**HUDSON COUNTY COMMUNITY COLLEGE**

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

Name:

Title:

Revised February 14<sup>th</sup>, 2025



**ALCOHOL AND DRUG  
COUNSELING  
ARTICULATION AGREEMENT  
BETWEEN  
HUDSON COUNTY COMMUNITY  
COLLEGE  
AND  
NEW JERSEY PREVENTION  
NETWORK (NJPN)**

This agreement is entered into between Hudson County Community College (“HCCC” or “College”) and the New Jersey Prevention Network (NJPN as of the \_\_\_\_ day of \_\_\_\_\_, 2025.



## **I. Purpose and Goals**

The purpose of this Agreement is to enable individuals who hold the credential of Certified Alcohol and Drug Counselor (CADC) or participated in related professional development courses toward the CADC through the New Jersey Prevention Network (NJPN), a state sponsored provider of this training, to continue their education towards an associate degree at Hudson County Community College (HCCC). The agreement reflects current policies and practices of HCCC related to acceptance and evaluation of credits and credit for prior learning.

In training Alcohol and Drug Counselors, the State of New Jersey utilizes a standard statewide curriculum known as the *270 hours required of training competency* curriculum which was developed, and is endorsed, by the Addiction Professionals Certification Board. The curriculum is comprised of 5 areas totaling 270 hours of education. These areas include instruction in assessment, counseling, case management, client education, and professional responsibility. Each of the 5 areas consist of 54 hours of specific required content. Unit goals are supported by performance objectives. Successful completion of the required areas of competency can be provided by approved Educational Providers that have been accredited by the Addiction Professionals Certification Board.

The College awards an Associate of Science (AS) degree in Human Service Pre-Social Work option in Addictions Counseling in its School of Humanities and Social Sciences. The College is an approved Educational Provider for the required 270 hours of competency.

It is anticipated that the HCCC college credits awarded by this Agreement will inform and encourage people with all or some of the required competencies to pursue the educational and career advancement opportunities that matriculation at the College will provide, as well as afford such persons the ability to expedite the successful completion of their degree requirements.

## **II. Obligation of Parties**

This collaborative will allow students who have completed certain sequences of professional development courses through NJPN or who have obtained a CADC after taking professional development courses with NJPC to receive up to 13 college credits for their training and/or credential.

In order to be considered for these credits, the following steps much be taken:

1. Subject to adherence to the criteria and procedures listed herein, students who hold an active CADC credential or any of the 270 required competency areas of education will

be awarded up to 13 credits at the College for the courses listed below as part of the Associate of Science in Human Services Pre-Social Work option in Addictions Counseling degree program. The number of HCCC credits received shall be determined by the College in accordance with the College's policies and Procedures. Credits will be awarded based upon evaluation of completed competencies and their equivalency to the college courses. The number of credits awarded through this articulation or in total for a student cannot exceed the residency requirement. Students can obtain up to 13 of the following 15 credits.

2.

<b>Course</b>	<b>Code</b>	<b>Credits</b>
Introduction to Addictions Counseling	HUS-123	3
Counseling Theory and Techniques	HUS-133	3
Addictions Counseling	HUS-143	3
Recovery in Addictions	HUS-153	3
Assessment and Treatment in Addictions	HUS-163	3

In order to receive up to the 13 credits at the College described in the preceding paragraph, students must: (a) be admitted to the College within five (5) years of their completion of the required competencies, (b) be matriculated in the College's Human Services Pre-Social Work option in Addictions Counseling AS, and (c) present to the Registrar completion certificates from an approved Educational Provider or documentation from the New Jersey Board of Consumer Affairs decreeing a Certified Alcohol and Drug Counselor. Documents must be presented in their original forms.

3. The 13 credits identified in paragraph 1 herein will be reflected on the College transcript as "Credit by Examination," in the same manner as credits obtained through other external standardized examinations, such as the College Level Examination Program (CLEP), and such credits will not be counted in computing a student's Grade Point Average (GPA).
4. The policies reflected in this Agreement apply only to the College's records. In the case of transfer to another institution of higher education, the acceptance of all credits awarded by this Agreement will be in accordance with the prevailing policies of the receiving institution.
5. Transfer of credits earned at other institutions of higher education, by examination, or other assessment of prior learning shall be subject to HCCC's Transfer Policy.
6. Students will be subject to the policies and procedures listed in the Hudson County Community College Catalog at the time of their matriculation to the College.
7. No tuition or fees will be charged to any student for the credits earned by articulation pursuant to this Agreement.

8. Appropriate members of HCCC will meet annually with NJPN to address areas of mutual concern, including but not limited to, sharing of recommendations regarding the content and implementation of this Agreement, and curriculum and programmatic changes. The parties may agree to amend this agreement as a result of any such meeting. Any such amendment must be in writing.

**(a) Institutional Responsibilities**

HCCC will promote this articulation agreement in appropriate publications and at recruitment and outreach activities.

1. The articulation agreement will be included on the HCCC website, in course catalog and other marketing, recruitment and publicity materials.
2. The Dean of the appropriate School at HCCC will communicate with HCCC's Office of Academic Affairs and the Office of the Registrar regarding any contemplated future curriculum changes or policy changes that will affect this Agreement.
3. The Dean of the appropriate School (or designee) at HCCC will serve as the point of contact for the administration of this Agreement.

**(b) Agreement Review**

1. This Agreement will continue in effect and will be automatically renewed from academic year to academic year, for up to three academic years.
2. This Agreement shall be reviewed and modified, as needed, every three years by HCCC.
3. This Agreement represents the entire agreement between HCCC and NJPN and will be deemed fully executed on the date of the last signature. All negotiations, oral agreements, and understandings are merged herein and any change(s) in the terms must be made in writing and signed by all parties.

**(c) Anticipated Date of Implementation**

1. Upon execution by the parties, this Agreement will be effective as of \_\_\_\_\_(Date).

**III Jurisdiction and Venue**

Any controversies or disagreements arising out of, or relating to this Agreement, or breach thereof, shall be subject to the exclusive jurisdiction of the Hudson County,

Vicinage of the Superior Court of New Jersey.

#### **IV Governing Law**

This agreement is governed by and shall be construed in accordance with the law of the State of New Jersey without regard to New Jersey's conflict or chose of law principles or rules.

#### **V No Agency/Partnership**

This Agreement neither makes nor appoints NJPN as an agent of the College, nor does it create a partnership or joint venture between the parties. Neither party shall act or represent itself as an agent of the other or purport to bind or obligate the other in any manner. It is further expressly agreed and understood that neither NJPN nor any authorized person providing the services on behalf of NJPN are or shall be considered College employees. NJPN shall at all times be an independent contractor while this Agreement remains in force.

Intended to be bound hereby, the parties set forth their signatures as of the dates set forth below:

**HUDSON COUNTY COMMUNITY COLLEGE:**

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Dr. Christopher M. Reber  
President

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**Date**

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**Date**

---

Dr. Darryl Jones  
Vice President for Academic Affairs

---

**Date**

Addiction Professionals Certification Board of New Jersey  
www.certbd.org  
Educational Manual  
Certified Alcohol and Drug Counselors (CADC) – [All Classes]  
As per NJ Regulations 13:34 C

Assessment	Hours	Client Education	Hours
101 Initial Interviewing *	6	401 Addiction Recovery *	6
102 Biopsychosocial Assessment *	12	402 Psychological Client Education	6
103 Differential Diagnosis	12	403 Biochemical/Medical Client Education	18
104 Diagnostic Summaries	12	404 Sociocultural Client Education	6
105 Pharmacology/Physiology of Addiction	6	405 Addict Recovery & Family Psych Edu.	6
107 Gambling Disorder	6	406 Biomedical/Sociological Family Edu	6
	TOTAL 54	407 Community & Professional Education	6
			TOTAL 54
Counseling	Hours	Professional Responsibility	Hours
201 Introduction to Counseling *	6	501 Ethical Standards *	6
202 Intro to Techniques & Approaches	6	502 Legal Aspects *	6
203 Crisis Intervention	6	503 Cultural Competency	6
204 Addiction Focused Counseling	18	504 Professional Growth	6
205 Group Counseling	6	505 Personal Growth	6
206 Family Counseling	12	506 Dimensions of Recovery	6
	TOTAL 54	507 Supervision	6
		508 Community Involvement	6
		509 Consultation (Professional)	6
			Total 54
Case Management	Hours		
301 Community Resources	18		
302 Consultation (Case Management)	18		
303 Documentation *	12		
304 HIV Positive Resources	6		
	TOTAL 54		
*CDA TOTAL 54 Hours			
GRAND TOTAL 270 Hours			

College/University Course Grid -Show number of hours met in each of your courses. Write in your course number(s) in the top headings. Note that six hours must be completed for each Board Course #.See example on following page. Refer to Educational Manual at this link: [http://www.certbd.com/pdfs/education-manuals/CADC\\_EducationalManual.pdf](http://www.certbd.com/pdfs/education-manuals/CADC_EducationalManual.pdf)

Board #	Your #1 HUS 163 Addictions Assessment	#2 HUS 123 Intro to Addic- tions	#3 HUS 133 Counseling Theory and Technique	#4 HUS 143 Addictions Counselin- g	#5 HUS 153	Total
C101 Initial Interviewing	6					6
C 102 Biopsychosocial Assessment	12					12
C103 Diagnostic Summaries	12					12
C104 Differential Diagnosis ( DSM)	12					12
C105 Pharmacology & Physiology	6					6
C106 Perinatal& FASD						
C107 Compulsive Gambling	6					6
C108 Co- Occurring Disorder Assessment	3					3
C109 Assessment Tools						
C201 Introduction to Counseling			6			6
C202 Counseling Skills			6			6
C203 Crisis Intervention			6			6
C204 Addiction Focused Counseling			18			18
C205 Group Counseling			6			6
C206 Family Counseling			12			12
C207 Cognitive Behavioral Counseling			3			3
C208 Motivational Interviewing & MET			3			3
C209 Pharmacological Approaches to Nicotine Dependence						
C 301 Community Resources				18		18
C 302 Consultation ( in Case Management)				18		18
C303 Documentation				12		12
C304 HIV and Resources				6		6
C305 New Jersey Mental Health Services				3		3
C306 New Jersey Child and Family Services				3		3
C307 Criminal Justice System				3		3
C308 New Jersey Disability Services				3		3
C309 New Jersey Employment Services				3		3
C401 Addiction Recovery		6				6
C402 Psychological Client Education		6				6
C403Biochemical/ Medical Client Education		18				18
C404 Sociocultural Client Education		6				6
C405 Addiction Recovery & Family Psychological Education		6				6
C406 Biochemical and Sociocultural Family Education		6				6
C407 Community and Professional Education		6				6
C408 Opiate and Stimulant Education						
C409 Alcohol, Sedative and Hallucinogens						
C501 Ethical Standards					6	6
C502 Legal Standards					6	6
C503 Cultural Competency					6	6
C504 Professional Growth					6	6
C505 Personal Growth					6	6
C506 Dimensions of Recovery					6	6
C507 Supervision					6	6
C508 Community Involvement					6	6
C509 Consultation ( Professional Standards)					6	6
Total clock hours						270

**SECOND AMENDMENT TO AGREEMENT**

This Second Amendment to Agreement (“Second Amendment”) between New Jersey Reentry Corporation (“NJRC”) and Hudson County Community College (“HCCC”) is effective as of January 1, 2024.

**I. BACKGROUND**

- A. WHEREAS, NJRC and HCCC entered into an Agreement dated January 1, 2024, with a term through December 31, 2026 (“Agreement”) whereby HCCC is, to provide virtual GED preparation for NJRC program participants as detailed in the Agreement.
- B. WHEREAS, NJRC and HCCC entered amended the Agreement via execution of a First Amendment to Agreement dated January 1, 2024. Collectively, the Agreement and the First Amendment shall hereafter be referred to as the “Agreement”.
- C. WHEREAS, NJRC and HCCC desire to amend the Agreement on the terms and conditions set forth in this Second Amendment .

**NOW, THEREFORE, IN CONSIDERATION OF** the promises and covenants set forth in the Agreement and in this Second Amendment, and for good and valuable consideration, the receipt of which is hereby acknowledged, the undersigned parties agree to amend the Agreement as set forth below:

**II. AMENDMENTS**

- A. **Paragraph III** of the Agreement is amended as follows:

NJRC shall be responsible for providing payment for the program. Payment of \$20,000 is due upon signing of the First Amendment. An additional payment of \$20,000 is due by April 25, 2025.

- B. The **Term of the Agreement** shall be from January 1, 2024 through December 31, 2025.

**III. NO OTHER CHANGE**

Except as otherwise expressly provided in this Second Amendment, all of the terms and conditions of the Agreement shall remain in full force and effect. The changes set forth in this Second Amendment shall be apply and be effective as if they were included in the original Agreement.

**IN WITNESS WHEREOF** the parties hereto have executed this Second Amendment, effective as of the date first stated above.

**New Jersey Reentry Corporation**

**Hudson County Community College**

By: \_\_\_\_\_  
James E. McGreevey, Chairman

By: \_\_\_\_\_  
Christopher M. Reber, President

Witness: \_\_\_\_\_  
Name: \_\_\_\_\_

Witness: \_\_\_\_\_  
Name: \_\_\_\_\_





**AFFILIATION AGREEMENT BETWEEN  
HUDSON COUNTY COMMUNITY COLLEGE AND  
OPTIMA CARE FOUNTAINS.**

This Affiliation agreement, effective March 12, 2025 by and between Hudson County Community College (“College”), with its principal offices located at 161 Newkirk Street, Jersey City 07306; and **Optima Care Fountains** (“Optima Care”) at 505 County Avenue, Secaucus, NJ 07094 is the Enhanced Certified Nurse Aide Program (“Program”). The parties agree as follows:

**1. TERM**

This contract shall be for a period commencing March 12, 2025, and continues through March 11, 2027.

This agreement shall be reviewed at the end of the term and may be renewed by a new written agreement of both parties.

Either party may at any time during the term of this agreement, with or without cause, terminate this agreement upon one hundred twenty days (120) days written notice to the other party. Students enrolled in the program as of the date of termination shall be entitled to continue through the end of their clinical rotations for the they are attending.

Optima Care has the right to terminate a student’s participation at the clinical site operated by Optima Care if Optima Care reasonably believes that the continued participation of the student is unsafe, disruptive, detrimental to resident care, or otherwise not in conformity with Optima Care’s standards, policies, procedures, or health requirements. Optima Care shall be solely responsible for its decision to terminate a student’s participation at the clinical site.

If Optima Care reasonably believes that the continued participation of the student is unsafe, disruptive, detrimental to resident care, or otherwise not in conformity with Optima Care’s standards, policies, procedures, or health requirements, Optima Care may decide to terminate a student’s participation at the clinical site operated by Optima Care. Except in the case of an emergency affecting the health and safety of Optima Care’s residents, or any other individual, Optima Care shall provide notice to the College of Optima Care’s intent to terminate a student’s participation at the clinical site prior to such termination, which notice shall include the reasons for the termination. Notwithstanding the providing of notice, Optima Care’s decision as to a student’s participation at the clinical site shall be final. Optima Care shall be solely responsible for its decision to terminate a student’s participation at the clinical site operated by Optima Care.

**2. COLLEGE RESPONSIBILITIES**

The College as the sponsoring agency agrees:

- a. To assume full responsibility for the planning and the execution of the curriculum for its students including the administration, curriculum content, and Faculty appointments.

- b. To assure that all instructors possess a current, valid License to practice nursing in the State of New Jersey and meet the academic qualifications of their academic role.
- c. To provide a clinical assignment schedule of dates for the affiliation periods throughout the academic year.
- d. That students assigned for clinical experience will receive no compensation.
- e. To maintain a student to instructor ratio not to exceed 10 students to 1 instructor.
- f. To require students to conform to the rules, regulations, and policies of Optima Care. These rules, regulations and policies will be available and reviewed with the students/Faculty by Optima Care.
- g. To require student's statement of health screening to include:
  - Completion of the Medical Clearance form given to all applicants.
  - Proof of negative reaction to two (2) consecutive Mantoux tests or a negative result on the QuantiFERON-TB-Gold test on file within the past 3-6 months, or a negative chest x-ray result within the past year.
  - Submission of a criminal background check and fingerprinting.
  - Flu Shot during the required annual periods. Includes any additional requirements by the CDC and New Jersey Department of Health based on consistently updated protocols for long-term care providers.
- h. To provide medical documentation of any special physical needs of students and to provide for any special allergic needs of the students.
- i. To verify correct completion of all resident care records and co-sign all student documentation during the clinical experience.

### 3. **OPTIMA CARE RESPONSIBILITIES**

Optima Care agrees:

- a. To provide an orientation of its facilities, policies, and procedures for the College's Faculty and students.
- b. To provide necessary supplies, facilities, and supervision as may be required to ensure quality education for the students without impairing quality resident care.
- c. To participate in joint evaluation of the effectiveness of the clinical experiences through meetings and/or written evaluations of the students and Faculty.
- d. That Optima Care shall at all times retain sole responsibility for all resident care, and the extent of participation of the student in assisting with or observing resident care. (However, the foregoing statement is not meant to address the issue of ultimate legal liability in the event of a claim).

### 4. **MUTUAL OBLIGATIONS**

- a. Responsibility for planning the clinical experience with Optima Care will be jointly shared by Optima Care's staff and the College's instructors, subject at all times to the policies, rules, and regulations of Optima Care.
- b. A student of the College may be assigned to any facilities or programs within the Optima Care system.

- c. The student of the College will start his/her clinical experience program as determined by mutual agreement. Minor adjustments in the length of service and the period during which it shall be rendered may be made with the mutual consent of the College and Optima Care.
- d. The College and Optima Care shall at all times be independent contractors. Nothing in this agreement shall be construed, or is intended, to create an employer/employee relationship, joint venture, partnership or other relationship between the College and Optima Care.

5. **INSURANCE**

During the term of this Agreement, the College shall at all times maintain Professional Liability Insurance including coverage for any acts of negligence of its students, Faculty, officers, or employees with respect to any liability arising out of their participating in the program in amounts of not less than \$1,000,000 per occurrence and \$3,000,000 aggregate per year. The College shall also provide general liability coverage in the minimum amount of \$1,000,000 for personal injury, or property damage and \$3,000,000 in the aggregation.

6. **CONFIDENTIALITY**

Both the College and Optima Care shall at all times comply with standards mandated by state and federal law of regulatory agencies and accrediting agencies, including those pertaining to confidentiality and documentation, including personally identifiable information and records pertaining to patients and students.

7. **INDEMNIFICATION**

The College agrees to protect, indemnify, and hold harmless Optima Care, and its respective officers, trustees, employees, Faculty, students, house staff, and attending physicians from and against any and all third-party claims, demands, causes of action, damages and judgments (including, but not limited to, such on behalf of a resident or that resident's agent or family) which may be imposed upon, incurred, or brought against Optima Care as a result of any negligent acts of omission or commission by the College or its officers, directors, employees, students or Faculty committed in connection with this Agreement, except that such indemnity shall not apply to the extent that a third-party claim, demand, cause of action, damage or judgment arises out of the negligent or wrongful acts or omissions of the Optima Care, its officers, trustees, employees, Faculty, students, house staff, or attending physicians.

Optima Care agrees to protect, indemnify, and hold harmless the College and its officers, trustees, employees, Faculty, students, house staff, and attending physicians from and against any and all third-party claims, demands, causes of action, damages, and judgments (including, but not limited to such on behalf of a resident or that resident's agent or family), which may be imposed upon, incurred, or brought against the College as a result of any negligent acts of omission or commission by Optima Care or its officers, directors, employees, or Faculty committed in connection with this agreement, except that such indemnity shall not apply to the extent that a third-party claim, demand, cause of action, damage or judgment arises out of the negligent or wrongful acts or omissions of the College, its officers, directors, employees, students or Faculty.

8. **EMERGENCY MEDICAL CARE**

Optima Care agrees that College personnel, including students, assigned to Optima Care in conjunction with their participation in this agreement or the Program shall have access to emergency medical care in the event of illness or injury requiring medical attention. However, such medical care shall be at the individual's own expense.

9. **REGULATORY REQUIREMENTS**

Both parties agree to meet and fulfill all applicable standards as outlined by the State Department of Health and all applicable regulatory requirements.

10. **CHOICE OF LAW/DISPUTE RESOLUTION**

All disputes between the parties shall be governed by New Jersey law without regard to conflicts of laws rules or provisions. The parties agree that the Superior Court of New Jersey venued in Hudson County shall be the exclusive jurisdiction for all matters and claims between the parties.

11. **INDEPENDENT CONTRACTORS**

The parties agree that their relationship is that of independent contractors and that neither party has the authority to act for, or on behalf of, the other party, or to bind the other party in any way.

**Hudson County Community College**

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

**Optima Care**

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_



## **AFFILIATION AGREEMENT BETWEEN HUDSON COUNTY COMMUNITY COLLEGE AND PEACE CARE INC.**

This Affiliation agreement, effective March 12, 2025, by and between Hudson County Community College (“College”), with its principal offices located at 161 Newkirk Street, Jersey City 07306;; and Peace Care, Inc. (“Peace Care”) at Peace Care, Inc. St. Ann's at 198 Old Bergen Rd. #2622, Jersey City, NJ 07305 and Peace Care, Inc. St. Joseph's at 537 Pavonia Ave., Jersey City, NJ 07306 ”) (“Peace Care”) for the College’s Enhanced Certified Nurse Aide Program (“Program”). The parties agree as follows:

### **1. TERM**

This contract shall be for a period commencing March 12, 2025, and continues through March 11, 2027.

This agreement shall be reviewed at the end of the term and may be renewed by a new written agreement of both parties.

Either party may at any time during the term of this agreement, with or without cause, terminate this agreement upon one hundred twenty days (120) days written notice to the other party. Students enrolled in the program as of the date of termination shall be entitled to continue through the end of their clinical rotations for the they are attending.

Peace Care has the right to terminate a student’s participation at the clinical site operated by Peace Care if Peace Care reasonably believes that the continued participation of the student is unsafe, disruptive, detrimental to resident care, or otherwise not in conformity with Peace Care’s standards, policies, procedures, or health requirements. Peace Care shall be solely responsible for its decision to terminate a student’s participation at the clinical site.

If Peace Care reasonably believes that the continued participation of the student is unsafe, disruptive, detrimental to resident care, or otherwise not in conformity with Peace Care’s standards, policies, procedures, or health requirements, Peace Care may decide to terminate a student’s participation at the clinical site operated by Peace Care. Except in the case of an emergency affecting the health and safety of Peace Care’s residents or any other individual, Peace Care shall provide notice to the College of Peace Care’s intent to terminate a student’s participation at the clinical site prior to such termination, which notice shall include the reasons for the termination. Notwithstanding the providing of notice, Peace Car’s decision as to a student’s participation at the clinical site shall be final. Peace Care shall be solely responsible for its decision to terminate a student’s participation at the clinical site operated by Peace Care.

## 2. **COLLEGE RESPONSIBILITIES**

The College as the sponsoring agency agrees:

- a. To assume full responsibility for the planning and the execution of the curriculum for its students including the administration, curriculum content, and Faculty appointments.
- b. To assure that all instructors possess a current, valid License to practice nursing in the State of New Jersey and meet the academic qualifications of their academic role.
- c. To provide a clinical assignment schedule of dates for the affiliation periods throughout the academic year.
- d. That students assigned for clinical experience will receive no compensation.
- e. To maintain a student to instructor ratio not to exceed 10 students to 1 instructor.
- f. To require students to conform to the rules, regulations, and policies of Peace Care. These rules, regulations and policies will be available and reviewed with the students/Faculty by Peace Care.
- g. To require student's statement of health screening to include:
  - Completion of the Medical Clearance form given to all applicants.
  - Proof of negative reaction to two (2) consecutive Mantoux tests or a negative result on the QuantiFERON-TB-Gold test on file within the past 3-6 months, or a negative chest x-ray result within the past year.
  - Submission of a criminal background check and fingerprinting.
  - Flu Shot during the required annual periods. Includes any additional requirements by the CDC and New Jersey Department of Health based on consistently updated protocols for long-term care providers.
- h. To provide medical documentation of any special physical needs of students and to provide for any special allergic needs of the students.
- i. To verify correct completion of all resident care records and co-sign all student documentation during the clinical experience.

## 3. **PEACE CARE RESPONSIBILITIES**

Peace Care agrees:

- a. To provide an orientation of its facilities, policies, and procedures for the College's Faculty and students.
- b. To provide necessary supplies, facilities, and supervision as may be required to ensure quality education for the students without impairing quality resident care.
- c. To participate in joint evaluation of the effectiveness of the clinical experiences through meetings and/or written evaluations of the students and Faculty.
- d. Peace Care shall at all times retain sole responsibility for all resident care, and the extent of participation of the student in assisting with or observing resident care. (However, the foregoing statement is not meant to address the issue of ultimate legal liability in the event of a claim).

4. **MUTUAL OBLIGATIONS**

- a. Responsibility for planning the clinical experience with Peace Care will be jointly shared by Peace Care's staff and the College's instructors, subject at all times to the policies, rules, and regulations of Peace Care.
- b. A student of the College may be assigned to any facilities or programs within the Peace Care system.
- c. The student of the College will start his/her clinical experience program as determined by mutual agreement. Minor adjustments in the length of service and the period during which it shall be rendered may be made with the mutual consent of the College and Peace Care.
- d. The College and Peace Care shall at all times be independent contractors. Nothing in this agreement shall be construed, or is intended, to create an employer/employee relationship, joint venture, partnership or other relationship between the College and Peace Care.

5. **INSURANCE**

During the term of this Agreement, the College shall at all times maintain Professional Liability Insurance including coverage for any acts of negligence of its students, Faculty, officers, or employees with respect to any liability arising out of their participating in the program in amounts of not less than \$1,000,000 per occurrence and \$3,000,000 aggregate per year. The College shall also provide general liability coverage in the minimum amount of \$1,000,000 for personal injury, or property damage and \$3,000,000 in the aggregation.

6. **CONFIDENTIALITY**

Both the College and Peace Care shall at all times comply with standards mandated by state and federal law of regulatory agencies and accrediting agencies, including those pertaining to confidentiality and documentation, including personally identifiable information and records pertaining to patients and students.

7. **INDEMNIFICATION**

The College agrees to protect, indemnify, and hold harmless Peace Care, and its respective officers, trustees, employees, Faculty, students, house staff, and attending physicians from and against any and all third-party claims, demands, causes of action, damages and judgments (including, but not limited to, such on behalf of a resident or that resident's agent or family) which may be imposed upon, incurred, or brought against Peace Care as a result of any negligent acts of omission or commission by the College or its officers, directors, employees, students or Faculty committed in connection with this Agreement, except that such indemnity shall not apply to the extent that a third-party claim, demand, cause of action, damage or judgment arises out of the negligent or wrongful acts or omissions of the Peace Care, its officers, trustees, employees, Faculty, students, house staff, or attending physicians.

Peace Care agrees to protect, indemnify, and hold harmless the College and its officers, trustees, employees, Faculty, students, house staff, and attending physicians from and against any and all third-party claims, demands, causes of action, damages, and judgments (including, but not limited to such on behalf of a resident or that resident's agent or family), which may be imposed upon, incurred, or brought against the College as a result of any negligent acts of omission or commission by Peace Care or its officers, directors, employees, or Faculty committed in connection with this agreement, except that such

indemnity shall not apply to the extent that a third-party claim, demand, cause of action, damage or judgment arises out of the negligent or wrongful acts or omissions of the College, its officers, directors, employees, students or Faculty.

8. **EMERGENCY MEDICAL CARE**

Peace Care agrees that College personnel, including students, assigned to Peace Care in conjunction with their participation in this agreement or the Program shall have access to emergency medical care in the event of illness or injury requiring medical attention. However, such medical care shall be at the individual's own expense.

9. **REGULATORY REQUIREMENTS**

Both parties agree to meet and fulfill all applicable standards as outlined by the State Department of Health and all applicable regulatory requirements.

10. **CHOICE OF LAW/DISPUTE RESOLUTION**

All disputes between the parties shall be governed by New Jersey law without regard to conflicts of laws rules or provisions. The parties agree that the Superior Court of New Jersey venued in Hudson County shall be the exclusive jurisdiction for all matters and claims between the parties.

**11 INDEPENDENT CONTRACTORS**

The parties agree that their relationship is that of independent contractors and that neither party has the authority to act for, or on behalf of, the other party, or to bind the other party in any way.

**Hudson County Community College**

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

**Peace Care Inc.**

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_





## MEMORANDUM OF UNDERSTANDING

April 9, 2025 – April 8, 2026

The Memorandum of Understanding (“MOU”) is made between Hudson County Community College (“HCCC”), a New Jersey public entity with offices located at 70 Sip Avenue, Jersey City, New Jersey, and MMD, a cannabis dispensary, with a retail location at 655 Newark Avenue, Jersey City] (collectively, the HCCC and MMD, shall be called the “Parties” or each individually, a “Party”). The Parties agree to the following:

### 1. Description

The purpose of this MOU is for HCCC and MMD, to work together to mutually support each organization’s mission. HCCC and MMD, will work collaboratively to support students and community residents in Hudson County by providing internships, employment opportunities, workshops, training programs, scholarships, and events. HCCC will work with staff, students, faculty, and partners to support these initiatives. MMD, will work with management, ownership, staff, and other partners to support these initiatives. Both HCCC and MMD, will share resources to support the Hudson County community.

### 2. Roles and Responsibilities

During the term of this MOU, and any renewals or extensions thereof, it is agreed that the following will be the roles and responsibilities of the Parties.

#### MMD

- a. Work collaboratively with HCCC to support students and community residents in Hudson County to benefit from Cannabis legalization.
- b. Provide internship/externship and employment opportunities for students completing HCCC Cannabis courses.
- c. Collaborate with HCCC on Cannabis-related workshops, training programs, and events.
- d. Use MMD resources, financial and otherwise, to promote HCCC Cannabis programs.
- e. Contribute to a Cannabis Scholarship or HCCC Scholarship Fund for students from Hudson County.

f. Join the HCCC Cannabis Advisory Board.

### HCCC

- a. Work collaboratively to support students and community residents in Hudson County to benefit from cannabis legalization.
- b. Offer cannabis education and training programs for students to prepare them for work.
- c. Partner with MMD, to plan and offer events for the Hudson County community.
- d. Promote jointly sponsored Cannabis-related workshops, training programs and events, and events.
- e. Allocate scholarships to students.

### **3. Term**

The term of this agreement is for the period April 9, 2025 – April 8, 2026. Any continuation beyond the Expiration Date is subject to a new agreement or a written renewal of this MOU. Either party may terminate this Agreement upon providing sixty (60) days' prior written notice to the other party. The termination will be effective at the end of the then current semester in which the termination becomes effective and students then participating in internships/externships shall continue their respective internship/externship until the termination becomes effective.

### **4. Each Party Responsible for their own Actions**

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

### **5. Fees/Costs**

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

### **6. Provisions and Amendments**

This Memorandum of Understanding contains all provisions agreed upon by the parties. Any amendments to this Memorandum of Understanding must be in writing and signed by either parties or their duly authorized representative.

### **7. Choice of Law/Dispute Resolution**

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

#### **8. Affirmative Action**

As applicable, MMD, agrees to comply with the requirements of New Jersey's Mandatory Equal Employment Opportunity Language, a copy of which is annexed hereto.

#### **9. Records Retention**

Pursuant to N.J.A.C. 17:44-2.2, MMD, shall maintain all documentation related to products, transactions, or services under this MOU for a period of five years. Such records shall be made available to HCCC and New Jersey Office of the State Comptroller upon request.

Agreed to as of the dates set forth below:

\_\_\_\_\_  
Name  
MMD

\_\_\_\_\_  
Dr. Christopher M. Reber  
President  
Hudson County Community College

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

**STUDENT PERSONAL FITNESS TRAINING CERTIFICATE  
AND  
STUDENT EXERCISE SCIENCE A.S. AFFILIATION AGREEMENT  
BETWEEN  
HUDSON COUNTY COMMUNITY COLLEGE  
AND  
\_\_GENESIS TRAINING \_\_**

Agreement, effective April \_1st\_\_, 2025 by and between Hudson County Community College (“College”), located at 70 Sip Avenue Jersey City, New Jersey 07306, and

**Genesis Training LLC (Agency)**  
**392 Summit Ave                      342 7<sup>th</sup> St. Apt 1R**  
**Jersey City, NJ 07306              Jersey City, NJ 07302**

1. **TERM**

This contract shall be for a period of three years commencing April \_1st\_\_, 2025 and continuing until March \_31st\_\_, 2028 for the:

**Personal Fitness Training Proficiency Certificate Program  
and  
Exercise Science Associate Degree Program**

This agreement shall be reviewed at the end of the term and may be renewed by a new written agreement or amendment of this Agreement by both parties.

Either party may at any time during the term of this agreement, with or without cause, terminate this agreement upon one hundred twenty (120) days written notice to the other party. In the event the agreement is terminated, students taking part in the internship shall be able to complete the program.

Agency may terminate a student(s) participation at the site established under this agreement, if the Agency reasonably believes that the continued participation of the student(s) is unsafe, disruptive, detrimental to client care, or otherwise not in conformity with the Agency’s standards, policies, procedures, or health requirements. The Agency must notify the internship Faculty in a timely manner with the cause and date of termination. The Agency shall be responsible for any and all actions taken in connection with its termination of a student(s) participation at the site.

2. **COLLEGE RESPONSIBILITIES**

The College as the sponsoring agency agrees:

- a. To assume full responsibility for the planning and the execution of the curriculum

for its students including the administration, curriculum content, and Faculty appointments.

- b. To provide an assignment schedule of dates for the affiliation periods throughout the academic year.
- c. That students assigned for internship experience will receive no compensation.
- d. To require that students conform to the rules, regulations, and policies of Agency. These rules, regulations and policies will be available and reviewed with the students and Faculty by the Agency.
- e. To require student's statement of health screening to include:
  - 1. physical exam
  - 2. proof of negative reaction to two (2) consecutive Mantoux tests given within three (3) weeks, or if positive reaction, negative chest x-ray result on file
  - 3. rubella, rubeola, varicella and mumps immunity as proven by blood test or written physician's confirmation
  - 4. hepatitis B vaccine or signed waiver, if student refuses to be immunized
  - 5. current CPR certification
- f. To provide medical documentation of any special physical needs of students and to provide for any special allergic needs of the students.
- g. Student curriculum, attendance, and scheduling shall be under the direction of the College as long as they do not conflict with the Agency's policies, rules, and regulations. In the event of such conflict, the parties shall meet in an attempt to resolve same.

3. **AGENCY CENTER RESPONSIBILITIES**

- a. To participate in joint evaluation of the effectiveness of the internship experiences through meetings and/or written evaluations of the students and Faculty.
- b. To provide necessary supplies, facilities, and supervision as may be required to insure quality education for the students.
- c. To provide an orientation of its facilities, policies, and procedures for the College's Faculty and students.
- d. The Agency shall at all times retain sole responsibility for all client and patient care, and the extent of participation of the student in assisting with or observing

client care. (However, the foregoing statement is not meant to address the issue of ultimate legal liability in the event of a claim.)

4. **MUTUAL OBLIGATIONS**

- a. Responsibility for planning the internship experience with the Agency will be jointly shared by the Agency's staff and the College's instructors, subject at all times to the policies, rules, and regulations of Agency.
- b. A student of the College may be assigned to any facilities or programs within the Agency system.
- c. Students are not employees of either party during the hours in which they participate in this program. This statement is not meant to imply that students are employees of either party at any other time.
- d. The student of the College will start their internship experience program as determined by mutual agreement. Minor adjustments in the length of service and the period during which it shall be rendered may be made with the mutual consent of the College and the Agency.

5. **INSURANCE**

During the term of this Agreement, the College shall at all times maintain Professional Liability Insurance including coverage for any acts of negligence of its students, Faculty, officers, or employees with respect to any liability arising out of their participating in the program in amounts of not less than \$1,000,000 per occurrence and \$3,000,000 aggregate per year. The College shall also provide general liability coverage in the minimum amount of \$1,000,000 for personal injury, or property damage and \$3,000,000 in the aggregation.

6. **CONFIDENTIALITY**

Both the College and Agency shall at all times comply with standards mandated by state and federal law of regulatory agencies and accrediting agencies, including those pertaining to confidentiality and documentation, including student information and other personally identifiable information. To the extent the services require the Agency to receive any confidential student information during the provision of the services, Agency agrees to comply with the requirements of the Family Educational Rights and Privacy Act ("FERPA"), 20 C.F.R. Part 99. Regardless of format or medium, such information is considered confidential and protected by FERPA. Such information shall not be disclosed or shared with any third party by Agency, except as permitted by the terms of this Agreement or under State or Federal Law.

7. **INDEMNIFICATION**

The College agrees to protect, indemnify, and hold harmless Agency, and its respective officers, trustees, employees, faculty members, house staff, and attending physicians

from and against any and all third-party claims, demands, causes of action, damages and judgments (including, but not limited to, such on behalf of a client or that client's agent or family) which may be imposed upon, incurred, or brought against the Agency as a direct result of any negligent acts of omission or commission by the College or its officers, directors, employees, students (only while they are at the internship site and under the control of the College) or Faculty members (only while they are at the internship site and under the control of the College) committed in connection with this Agreement, except that such indemnity shall not apply to the extent that a claim, demand, cause of action, damage or judgment arises out of the acts or omissions of the Agency.

The Agency agrees to protect, indemnify, and hold harmless the College and its officers, trustees, employees, Faculty members, students, house staff, and attending physicians from and against any and all third-party claims, demands, causes of action, damages, and judgments (including, but not limited to such on behalf of a client or that client's agent or family), which may be imposed upon, incurred, or brought against the College as a direct result of any negligent acts of omission or commission by the Agency or its officers, directors, employees, or Faculty members committed in connection with this agreement, except that such indemnity shall not apply to the extent that a claim, demand, cause of action, damage or judgment arises out of the acts or omissions of the College.

8. **EMERGENCY MEDICAL CARE**

Agency agrees that College personnel and students assigned to the Agency in conjunction with their participation in this agreement shall have access to emergency medical care in the event of illness or injury requiring medical attention. However, such medical care shall be at the individual's own expense. Nothing set forth herein shall serve as a waiver of any claim by any individual.

9. **REGULATORY REQUIREMENTS**

Both parties agree to meet and fulfill all applicable standards as outlined by the State Department of Consumer Affairs and all applicable regulatory requirements.

10. **JURISDICTION AND VENUE**

Any controversies or disagreements arising out of, or relating to this Agreement, or breach thereof, shall be subject to the exclusive jurisdiction of the Hudson County Vicinage of the Superior Court of New Jersey.

11. **GOVERNING LAW**

This Agreement is governed by and shall be construed in accordance with the law of the State of New Jersey without regard to New Jersey's conflict or choice of law principles or rules.

12. **NO AGENCY/PARTNERSHIP**

This Agreement neither makes nor appoints Agency as an agent of the College, nor does it create a partnership or joint venture between the parties. Neither party shall act or represent itself as an agent of the other or purport to bind or obligate the other in any manner. It is further expressly agreed and understood that neither Agency nor any authorized person providing the services on behalf of Agency are, or shall be considered College employees. Agency shall at all times be an independent contractor while this Agreement remains in force.

Signed:

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Christopher Reber, President  
Hudson County Community College

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Date

Signed:

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Austin Moy, Owner  
Genesis Training

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Date