

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

Regular Meeting--Board of Trustees
June 14, 2011

AGENDA

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

**HUDSON COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES MEETING
June 14, 2011**

CALL TO ORDER

I. FLAG SALUTE

II. ROLL CALL AND RECOGNITION OF VISITORS

Trustees:

Joseph Cundari, Trustee Emeritus, ex-officio	<u>ABSENT</u>
Karen A. Fahrenholz	<u>PRESENT</u>
James Fife	<u>PRESENT</u>
Glen Gabert - President, ex officio	<u>PRESENT</u>
Roberta Kenny	<u>PRESENT</u>
Joanne Kosakowski	<u>ABSENT</u>
Bakari Lee	<u>PRESENT</u>
Aja Moore, Alumni Representative, ex-officio	<u>PRESENT</u>
William J. Netchert	<u>PRESENT</u>
Adrienne Sires, Vice Chair	<u>PRESENT</u>
Katia Stack	<u>PRESENT</u>
Alfred Zampella	<u>PRESENT</u>

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

**HUDSON COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES MEETING
June 14, 2011**

III. COMMENTS FROM THE PUBLIC

None

**HUDSON COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES MEETING
June 14, 2011**

IV. CLOSED SESSION

None

**HUDSON COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES MEETING
June 14, 2011**

V. AWARDS, RECOGNITIONS AND SPECIAL REPORTS

Recognition – Dr. Pamela Bandyopadhyay, National Tutoring Association Program of the Year, April 11, 2011.

Presentation by Christine Salzman, Folette Bookstore

Brief Overview of New Website, Vincent Zicoello, Chief Information Officer, and Nelson Vieira, Director of Admissions

**HUDSON COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES MEETING
June 14, 2011**

VI. REGULAR MONTHLY REPORTS AND RECOMMENDATIONS

1. MINUTES OF PREVIOUS MEETINGS

The Minutes of the Regular Meeting of May 10, 2011 are herewith officially submitted to the Board Trustees for approval. (Attachment A)

Recommendation:

It is the recommendation of the President that the Board of Trustees accept the Minutes of the Regular Meeting of May 10, 2011.

2. GIFTS, GRANTS, AND CONTRACTS REPORT

The College has made the following grant & contract proposals:

TITLE:	Carl D. Perkins Career and Technical Education Act
Agency:	New Jersey Department of Education – Office of Career and Technical Education
Purpose of Grant:	Support the Career and Technical Education Programs at HCCC College
Administrator:	Ryan Martin
Amount:	\$763,079
College Contribution:	0
Dates of Grant:	7/1/11 – 6/30/12

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

INTRODUCED BY: James Fife

SECONDED BY: Karen Fahrenholz

DATE: June 14, 2011

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

8 Ayes..... 0 Nay

*****RESOLUTION ADOPTED****

James Fife
Signature of Recorder

6-14-2011
Date

**ATTACHMENT A
ITEM VI**

**HUDSON COUNTY COMMUNITY COLLEGE
Board of Trustees Meeting
Culinary Conference Center
161 Newkirk Street
Jersey City, NJ**

**REGULAR MEETING --- BOARD OF TRUSTEES
May 10, 2011**

MINUTES

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

II. ROLL CALL AND RECOGNITION OF VISITORS

PRESENT: Karen Fahrenholz, Glen Gabert, (ex officio), James Fife, Roberta Kenny, Bakari Lee, Aja Moore, Student Alumni Representative (ex-officio), William Netchert, and Alfred Zampella.

ABSENT: Joseph Cundari, Trustee Emeritus, (ex officio), Joanne Kosakowski,, Adrienne Sires, and Katia Stack

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

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

HCCC staff and visitors present were: Paul Dillon, Dr. Abegail Douglas-Johnson, Eric Friedman, Chanida Katkanant, Dorothea Graham-King, Lloyd Kahn, Frank Mercado, Constance Mierendorf, Randi Miller, Qamar Raza, Joseph Sansone, Sheral Scott, John Sommer, Chris Wahl, Marcella Williams, and Vincent Zicoello.

III. COMMENTS FROM THE PUBLIC - None

IV. CLOSED SESSION – None

V. AWARDS, RECOGNITIONS AND SPECIAL REPORTS

Eric Friedman, Dean of Community Education presented a video on the Homeland Security program offered at Hudson County Community College

Dr. Gabert reminded the Board that Dr. Antonio Flores, President and Chief Executive Officer of the Hispanic Association of Colleges and Universities would be the 2011 Commencement speaker. There will be close to 1000 students graduating at the May 26th commencement.

VI. REGULAR MONTHLY REPORTS AND RECOMMENDATIONS

1. Minutes of the Regular Meeting of April 12, 2011.

2. Gifts, Grants and Contract Reports

TITLE: Carl D. Perkins Career and Technical Education Grant
(Budget Amendment)
Agency: NJDOE – Office of Career and Technical Education
Purpose of Grant: Enhance Career and Technical Education programs and instruction
College Administrator: Ryan Martin
Amount: \$958,479 amount unchanged from initial award
College Contribution: 0
Dates of Grant: 7/1/10 – 6/30/11

TITLE: Application for USDOE HSI-STEM Cooperative with NJCU
Agency: US Department of Education
Purpose of Grant: To enhance STEM programs and Technology
College Administrator: Ryan Martin
Amount: \$1.1 million per year for five years
College Contribution: 0
Dates of Grant: 10/1/11 – 9/30/16

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

VII. FISCAL, ADMINISTRATIVE, LEASE, AND CAPITAL RECOMMENDATIONS

1. Purchase of a Dell Storage Area Network,
2. Award of Media Services for Billboard Advertisements FY 12,
3. Award of Media Services for Transit Advertisement FY 12,
4. Award to Purchase Library Books,
5. Renewal of Fiber Contract for Campus Buildings Connectivity,
6. Award of Media Services for Cable Television Advertisements FY 12
7. Award of Media Services for Cable Television Advertisements FY12.

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

VIII. PERSONNEL RECOMMENDATIONS

1. RESIGNATION

<u>Name</u>	<u>Title</u>	<u>Effective Date</u>
Carlos Tonche	Project Manager, Datatel	5/13/2011

2. APPOINTMENT OF STAFF

<u>Name</u>	<u>Title</u>	<u>Effective Date</u>	<u>Annual Salary</u>
Gehan Abreu	Counselor, Advisement & Counseling	05/11/2011	\$38,000 (pro-rated)
Danielle Warren	Admission Recruiter	05/11/2011	\$32,000 (pro-rated)

3. TEMPORARY CONSULTANT ASSIGNMENT

<u>Name</u>	<u>Title</u>	<u>Effective Date</u>	<u>Annual Salary</u>
David Gibson	Consultant	04/13/11 - 05/30/11	\$100.00/hr Total - \$1,500

Note: Consultation to review of the proposed new AS Health Services program.

4. APPOINTMENT OF ADDITIONAL NEW PART-TIME HIRES: May 11, 2011 - - JUNE 30, 2011

Last Name	First Name	Department	Title
Wright	Wakeea	Learning Resource Center	Library Clerical Assistant
Andrade	Estefany	Center for Advisement and Student Success	PT Assistant
Clinton	Chevelle	Advisement & Counseling	Front Desk Assistant
McWhite	Wesley	Tutorial Services	Tutor
Canuelas	Jessica	Tutorial Services	Tutor
Falconi	Connie	Tutorial Services	Tutor
Benjamaa	Kacem	Tutorial Services	Tutor
Calderon Rivero	Erika	Tutorial Services	Tutor
Seenath	Nicolas	Tutorial Services	Tutor
Zahur	Wajja	Tutorial Services	Tutor
Bah	Kadija	Tutorial Services	Tutor
Bazard	Kaela	Tutorial Services	Tutor
Gonsalves	Devika	Tutorial Services	Tutor
Martinez	Angel	Tutorial Services	Tutor
Matos	Leonel	Tutorial Services	Tutor

Mukiibi	Joseph	Tutorial Services	Tutor
Surach	Melissa	Tutorial Services	Tutor
Waris	Mahrukh	Academic Foundations	Student Assistant
Herrador	Nicole	Community Education	Office Assistant

5. APPOINTMENT OF ADDITIONAL NEW PART-TIME HIRES: April 13, 2011 - - JUNE 30, 2011

Last Name	First Name	Department	Title
Bianchi	Thomas	Center for Business & Industry	Instructor
Jones	Stephen	Center for Business & Industry	Instructor
Van Dommelen	Roseland	Center for Business & Industry	Instructor
Venturo	Martin	Center for Business & Industry	Instructor
Stevenson	Tanya	Community Education	Non-Credit Instructor
Fuentes	Christina	Communications	Communication Assistant
Capofari	Doreen	Disability Support Services	Sign Language Interpreter
Derteano	Gloria	EOF	Office Assistant
Motta	Lais	EOF	Office Assistant
Medina	Swayzeen	Learning Resource Center	Library Clerical Assistant
Denis Hernandez	Antonia	Learning Resource Center	Library Clerical Assistant
Koopmans	Marilyn	Non-Credit/Community Ed	Culinary Arts Instructor
Zuniga	Guillermo	OIT	Instructional Lab Technician

Introduced by: James Fife

Seconded by: Alfred Zampella

6 Ayes.....0 Nays

Resolution Adopted

IX. ACADEMIC AND STUDENT AFFAIRS - None

X. NEW BUSINESS

1. HERITAGE AWARD HONORING DR. ABEGAIL DOUGLAS-JOHNSON

Introduced by: Bakari Lee

Seconded by: James Fife

6 Ayes.....0 Nays

Resolution Adopted

XI. ADJOURNMENT 5:38 P.M.

Introduced by: Bakari Lee

Seconded by: Karen Fahrenholz

6 Ayes.....0 Nays

Resolution Adopted

**HUDSON COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES MEETING
June 14, 2011**

VII. FISCAL, ADMINISTRATIVE, LEASE, AND CAPITAL RECOMMENDATIONS

1. Continuing of Facilities Agreement with the Kearny Board of Education for Classroom Usage at Kearny High School for Evening Classes for Academic Year 2012

REPORT/BACKGROUND:

For over twenty-five (25) years, HCCC has utilized Kearny High School (KHS) for evening classes on Tuesdays and Wednesdays during the Fall and Spring semesters. For academic year 2010-2011, a total of 209 students attended classes at the KHS facility. The rental cost for the year was \$4,000.00 per semester (i.e., \$30.00 per classroom – up to five classrooms per night) for a total of \$8,000.00.

Kearny Board of Education has agreed there will be no increase in room rental for the upcoming Academic Year 2011-2012.

The College wishes to continue this facilities agreement for the FY 12.

RECOMMENDATION:

The President, the Administration, the Facilities Ad-Hoc Committee and the Finance Committee of the Board of Trustees recommend that the Board of Trustees approve continuing the same facilities usage agreement with the Kearny Board of Education of Kearny, New Jersey for instructional use of classrooms in the evening at Kearny High School, at a total annual rental cost of \$8,000.00.

2. Continuing of Facilities Agreement with the Bayonne Board of Education for Classroom Usage at Bayonne High School for Evening Classes for Academic Year 2012

REPORT/BACKGROUND:

For seventeen (17) years, HCCC has utilized classrooms at Bayonne High School for evening classes on Tuesdays and Thursdays. Up until Academic Year 2008 there was no rental fee. Bayonne Board of Education permitted HCCC to use the facility free of cost. Two years ago the Board of Education determined it was necessary to charge rental for use of the facilities. For academic year 2010-2011, 438 students attended classes at the Bayonne HS facility. The annual cost for rental was \$8,300 (i.e., \$4,150.00 per semester for five to seven classrooms per night).

Bayonne Board of Education has agreed there will be no increase in room rental for the upcoming Academic Year 2011-2012.

The College wishes to continue this facilities agreement, at an annual cost not to exceed \$8,300.00, for the FY12.

RECOMMENDATION:

The President, the Administration, the Facilities Ad-Hoc Committee and the Finance Committee of the Board of Trustees recommend that the Board of Trustees approve continuing the same facilities usage agreement with the Bayonne Board of Education of Bayonne, New Jersey for instructional use of classrooms in the evening at Bayonne High School, at a total annual rental cost of \$8,300.00.

3. Continuing of Facilities Agreement with the Hoboken Board of Education for Classroom Usage at Hoboken High School for Evening Classes for Academic Year 2012

REPORT/BACKGROUND:

For over 20 years, HCCC has utilized classrooms at Hoboken High School (HHS) for evening classes on Mondays and Wednesdays. The Board of Education permitted HCCC to use the facilities free of cost. During Academic Year 2010 – 2011, 25 students attended two Psychology classes at the HHS facility. For the upcoming Academic year (2011-2012) the Board of Education has determined it will be necessary to charge a rental fee of \$45.00 per classroom per evening. The annual cost for rental is estimated at \$6,500.00.

The College wishes to continue this facilities agreement for FY 2012.

RECOMMENDATION:

The President, the Administration, the Facilities Ad-Hoc Committee and the Finance Committee of the Board of Trustees recommend that the Board of Trustees approve the agreement with Hoboken Board of Education of Hoboken, New Jersey, for instructional use of classrooms in the evening at Hoboken High School, at a estimated rental cost of \$6,500.00.

4. Purchase of Internet Services FY 12

REPORT/BACKGROUND:

There is a need to provide network access and internet services to the College for Instructional and Administrative services. The New Jersey President's Council has created NJEDge.Net, a non-profit corporation, to provide a broadband statewide network designed to enhance the teaching, research and public service missions of New Jersey's Colleges and Universities. The range of capabilities, resources and services offer economies of scale, provide expanded opportunities for integrating remerging technologies, and promote new forms of inter-instructional collaboration. This private statewide infrastructure effectively "raises the bar" for high performance data, voice and video capabilities and extends the reach of higher education of off-campus learners, K-12, as well as corporate and community constituents.

Use of the Network and Internet has greatly increased at the College and has become critical to our students, faculty and administration. NJEDge.net gives the College the opportunity to continue to increase the capacity and speed of the internet service to accommodate the increase in usage.

RECOMMENDATIONS:

The President, the Administration and the Finance Committee recommend that the Board of Trustees approve the annual contract with NJEDge.net of Newark, New Jersey, to provide internet services to the College, at a cost of \$105,750.00 for FY 12, to be funded from the operating budget. This purchase meets the pay-to-play regulations and is awarded pursuant to a fair and open process.

5. Renewal of College's Campus-Wide Software License Agreement for FY 12

REPORT/BACKGROUND

There is a need to renew the College campus-wide software licenses. The College subscribes to Microsoft's Campus Agreement Program for licensing of the windows operating system, Microsoft Office programs and other Microsoft software. The College utilizes these licenses to support the various software that is run on the desktop p.c.'s, the computer room servers and the College computer labs.

The annual fee also covers all upgrades that might be released by Microsoft during the year. The Campus Microsoft License Agreement is provided through authorized academic resellers. For fiscal year 2012, the College proposes to purchase the software licenses from Dell/ASAP of Buffalo Grove, Illinois, a New Jersey State vendor #70256, at a total cost of \$48,294.39.

The College Chief Technology Officer recommends the renewal of the purchase of campus-wide software licenses for one (1) year from Dell/ASAP.

RECOMMENDATION:

The President, the Administration and the Finance Committee recommend that the Board of Trustees approve the purchase of the College's campus-wide software licenses for one (1) year from Dell/ASAP of Buffalo Grove, Illinois, N.J. a State vendor #70256, at an annual cost of \$48,294.39, to be funded from the operating budget. The contract is awarded from State vendor list pursuant to a fair and open process.

6. Purchase of Smart Board 690 Projector System for Seven (7) Classrooms

REPORTS/BACKGROUND:

The College has a need to purchase seven (7) Smart Board projector systems.

A bid request was advertised in the Star Ledger and Jersey Journal on Thursday, May 27th and Friday, May 28th, 2010. Ten (10) bid packages were dispersed and five (5) bids were received and opened on Monday, June 7, 2010.

The Purchasing Administration selected the lowest responsible bid. The results were as follows:

<u>VENDOR</u>	<u>LOCATION</u>	<u>BID AMOUNT</u>
Keyboard Consultants, Inc.	Fairfield, NJ	\$3,874.00 each
Transnet Corporation	Branchburg, NJ	\$4,384.25 each
Tele-Measurement, Inc.	Clifton, NJ	\$5,206.00 each
Presentation Media, Inc.	Fairfield, NJ	\$5,373.00 each
Video Corp. of America	Somerset, NJ	\$7,722.00 each

The lowest responsible bidder is Keyboard Consultants of Fairfield, New Jersey, with a bid amount of \$3,874.00 each.

RECOMMENDATION:

The President, the Administration, and the Finance Committee recommend that the Board of Trustees approve the purchase of seven (7) Smart Board Projector Systems, at a total bid amount of \$28,332.00, from Keyboard Consultants, Inc. of Fairfield, New Jersey. The cost will be grant funded. This award is pursuant to a fair and open process.

7. Renew Annual Software Lease for Library Management Software

REPORT/BACKGROUND:

There is a need to renew the annual software lease for the proprietary library management software. This software provides the structure of the online catalog, which is the index for all library resources. This software also formats and stores patron borrowing transactions. There is also a need to renew the

annual maintenance and library technical support agreements. The sole provider of the proprietary software and services is SIRSI.

RECOMMENDATION:

The President, the Administration and the Finance Committee recommend that the Board of Trustees approve the renewal of the annual software license and library services agreement with SIRSI, a certified pay-to-play vendor, in the amount of \$25,623.54. These agreements will be funded from the operating budget.

8. Purchase of a Epson Bright Link Projector System for Twenty Five (25) Classrooms in the New North Hudson Education Center

The College has a need to purchase twenty-five (25) Epson Bright Link Interactive Projector Systems for the new North Hudson Education Center.

A bid request was advertised in the Star Ledger and Jersey Journal on Wednesday, April 27th and Thursday, April 28th, 2011. Twenty One (21) bid packages were dispersed and seven (7) bids were received and opened on Thursday May 12, 2011.

Purchasing Administration selected the lowest responsible bidder. The results were as follows:

<u>VENDOR</u>	<u>LOCATION</u>	<u>BID AMOUNT</u>
Office Business Systems Inc.	Lincoln Park, NJ	\$ 60,250.00 *
Keyboard Consultants Inc.	Fairfield, NJ	\$ 62,100.00
Presentation Media Inc.	Little Falls, NJ	\$ 75,150.00
Promedia Technology Service Inc.	Lincoln Park, NJ	\$ 75,250.00
Tele-Measurements Inc.	Clifton, NJ	\$ 75,555.00
AVI SPL	Long Island, NY	\$ 77,134.00
Video Marketing System	South Hackensack, NJ	\$ 79,298.50

* The lowest responsible bidder is Office Business Systems of Lincoln Park, New Jersey with a total bid amount of \$60,250.00.

RECOMMENDATION:

The President, the Administration and Finance Committee recommend that the Board of Trustees approve the purchase of 25 Epson Bright Link Projector Systems, at a total bid amount of \$60,250.00 from Office Business Systems Inc. of Lincoln Park, New Jersey. The cost will be grant funded. This contract is awarded pursuant to a fair and open process.

9. Award of Media Services (News 12) for Cable Advertisements for FY 12

WHEREAS, as part of the plan to increase visibility and create a media image, it is proposed that the College continue a cable television campaign. Ads will run on the local cable television station throughout Hudson County; and

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

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

WHEREAS, News 12 of New Jersey of Edison, New Jersey has submitted a proposal indicating that they will provide the cable advertising for the sum of \$20,458.00; The coverage area includes the entire state of New Jersey; and

WHEREAS, News 12 of New Jersey will run the ads on their cable station; note: these are sole source vendors for the target area. The design for the campaign/ads will be provided by the College's Communications Department; and

WHEREAS, News 12 New Jersey has completed and submitted Business Entity Disclosure Certifications which certify that News 12 New Jersey has not made any reportable contributions to a political or candidate committee in Hudson County in the previous one year, and that the contract will prohibit News 12 New Jersey from making any reportable contributions through the term of the contract; and

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

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Hudson County Community College authorizes the Purchasing Agent to enter into an agreement with News 12 New Jersey of Edison, New Jersey, as a pay-to-play certified vendor as described herein; and

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

10. Award of Media Services (Cablevision) for Cable Advertisements for FY 12

WHEREAS, as part of the plan to increase visibility and create a media image, it is proposed that the College continue a cable television campaign. Ads will run on the local cable television station throughout Hudson County; and

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

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

WHEREAS, Cablevision of Hoboken, New Jersey, will run the ads on their cable stations, for a total of 11,000 television spots plus 1,002,000 optimum spots, at an annual estimated cost of \$50,570.00. This is a sole source vendor for the target areas of West New York, Union City, North Bergen, Weehawken, Hoboken & Bayonne. The design for the campaign/ads will be provided by the College's Communications Department; and

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

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

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Hudson County Community College authorizes the Purchasing Agent to enter into an agreement with Cablevision of Hoboken, New Jersey, as a pay-to-play certified vendor as described herein; and

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

11. Resolution for Jones & Associates Communications, Inc. for Fiscal Year 2012

REPORT/BACKGROUND:

Jones & Associates Communications, Inc. was first retained by the College in January, 2003 to assist with and conduct public relations projects under the direction of the President in consultation with members of the Board of Trustees. The work of the Firm has been judged to be very satisfactory. Most recently the Firm has been working with the Trustee Middle States Ad Hoc Committee. The Finance Committee and the President recommend that the Firm continue to be retained through the 2012 fiscal year and that the scope of its engagement expanded to include the following: under the direction of the Board of Trustees and the President, serve as principal spokesman for the College to the media; in cooperation with appropriate members of the College staff, develop an updated marketing plan that will serve as a guide for publications and other marketing activities; and recommend, develop and oversee public relations projects as directed and agreed to by the President in consultation with members of the Board of Trustees.

RESOLUTION:

WHEREAS, it has been determined that the College should use external services for public relations support, pursuant to the Business Entity Disclosure Process; and

WHEREAS, the Purchasing Agent has determined and certified in writing that the anticipated value of these services is in excess of \$17,500; and

WHEREAS, the anticipated term of this contract is one year beginning on July 1, 2011 through June 30, 2012; and

WHEREAS, it has been further determined that Jones & Associates Communications, Inc. of Jersey City, New Jersey indicate they will provide public relations support services for \$6,500 per month (\$78,000 annualized); and

WHEREAS, Jones & Associates Communications, Inc. has completed and submitted a Business Entity Disclosure Certification which certifies that Jones & Associates Communications, Inc. has not made any reportable contributions to a political or candidate committee in Hudson County in the previous one year, and that the contract will prohibit Jones & Associates Communications, Inc. from making any reportable contributions through the term of the contract; and

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

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Hudson County Community College authorizes the Purchasing Agent to enter into an agreement with Jones & Associates Communications, Inc., as a pay-to-play certified vendor as described herein; and

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

12. Resolution Authorizing the Award of a Contract for Public Relations Consultant to WAM Consulting

WHEREAS, the need for a consultant to assist the College with special projects, some of which are of a sensitive and critical nature and also a need for this consultant to attend meetings and act as a Liaison between the College and the Hudson County Board of Chosen Freeholders, pursuant to the Business Entity Disclosure Process; and

WHEREAS, the Purchasing Agent has determined and certified in writing that the anticipated value is in excess of \$17,500; and

WHEREAS, the anticipated term of this contract is one year beginning July 1, 2011 through June 30, 2012; and

WHEREAS, it has been determined that William Macchi of WAM Consulting of Jersey City, New Jersey will provide these services for \$3,000 per month (\$36,000 annually) plus pre-approved documented reimbursement expenses; and

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

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

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Hudson County Community College authorizes the Purchasing Agent to enter into an agreement with WAM Consulting, as a pay-to-play certified vendor as described herein; and

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

13. Resolution Authorizing the College to Renew a Shared Services Agreement with Hudson County Agencies to Share Consulting/Lobbyist Services for Federal Governmental Relations

WHEREAS, Hudson County Community College proposes to continue its partnership with the County of Hudson, the Hudson County Improvement Authority and the Hudson County Schools of Technology to share consulting/lobbyist services for federal governmental public relations; and

WHEREAS, the rationale is to develop a more comprehensive procedure for consideration and inclusion in federal appropriation bills for specialized projects in Hudson County, search for additional opportunities to maximize federal funding opportunities which includes education grants for programs and facilities and look to enhance representation in Washington, D.C., in creating a local "voice" on matters of importance to Hudson County; and

WHEREAS, a contract is proposed with the firm of Winning Strategies of Washington, D.C. for a period of one year. The total cost is \$96,000.00 to be shared equally at 25% or \$24,000.00 annually, the total cost among the four entities; and

WHEREAS, Hudson County Improvement Authority will be the lead coordinator of the contract and proposes to enter into a shared services agreement with each entity to pay \$2,000.00 a month to reimburse for their share of the expense of this contract; and

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

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Hudson County Community College authorizes the President and/or designee to enter into a shared services agreement with the County of Hudson, the Hudson County Improvement Authority and the Hudson County Schools of Technology to partner on hiring consulting/lobbyist services as described herein; and

BE IT FURTHER RESOLVED that all agreements and documents are to be reviewed by College Counsel.

14. Resolution Authorizing the Award of a Contract for Public Relations Consultant to Fitz Media of Hoboken, NJ

WHEREAS, it has been determined that the College should use external professional services for public relations support to design and assist with special projects, pursuant to the Business Entity Disclosure Process; and

WHEREAS, the anticipated term of the contract is one year beginning July 1, 2011; and

WHEREAS, it has been further determined that Fitz Media of Hoboken, New Jersey indicate they will provide public relations support services for \$30,000 annually plus pre-approved documented reimbursement expenses; and

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

NOW THEREFORE, BE IT RESOLVED the Board of Trustees of Hudson County Community College authorizes the President to sign an engagement letter with Fitz Media of Hoboken, New Jersey, as described herein, subject to review by College Counsel; and

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

15. Purchase of Equipment for Academic Foundations Mathematics

REPORT/BACKGROUND:

Information Technology Services (ITS), in conjunction with the Grants Office and the Director for Academic Foundations, Mathematics, have identified a need to purchase equipment to enable the implementation of the Academic Foundations Mathematics Program. This purchase will be covered by the Title V 2011 Grant, under Activity two, Strengthening Mathematics, Technology, Science.

The College requested proposals from approved suppliers, GovConnection Quote 22913713.01 and CDWG Quote CCQL899 for the purchase of laptops, computer carts and projector.

RECOMMENDATIONS:

The President, the Administration, and the Finance Committee recommend that the Board of Trustees approve the purchase of 30 laptops, 2 storage carts and 1 projector at \$ 27,295.23 from GovConnection at 7503 Standish Place, MD, and will be funded by Title V 2011 Grant.

16. Purchase of Two (2) Facilities Department Vehicles (Van/Truck)

REPORT/BACKGROUND:

There is a need to purchase two (2) commercial vehicles (van and a pick-up truck) for the Facilities Department.

The current Facilities fleet is between ten (10) to fourteen (14) years old.

The bid proposal was advertised on May 5, 2011 and May 23, 2011.

The bid proposals were forward to Jersey City Ford Lincoln Mercury of, Jersey City, New Jersey; Meadowlands Ford Truck Sales, Inc., of Secaucus, New Jersey; Hackensack Ford, of Hackensack, New Jersey and Larson Ford, of Neptune, New Jersey.

No vendor submitted a bid. As per P.L. 1982, c. 189 (C. 18A:64A – 25.4) of the New Jersey State Statutes, we negotiated with Jersey City Ford Lincoln Mercury, Jersey City, New Jersey and the results were for the 2011 E150 LX Wagon at the cost of \$27,500.00 and for the 2011 F250 4X4 Crew/C at the cost of \$36,000.00.

RECOMMENDATION:

The President, the Administration, and the Finance Committee recommend that the Board of Trustees approve Jersey City Ford Lincoln Mercury, Jersey City, New Jersey, for the purchase of the two (2) Facilities Department vehicles, at a total cost of \$63,500.00. The cost will be funded through the operating budget. This is awarded pursuant to a fair an open process.

RESOLUTION:

NOW, THEREFORE BE IT RESOLVED that the Board of Trustees approve the recommendations of the President, the Administration, the Finance Committee and the Facilities Committee as outlined above in **Item VII. Fiscal, Administrative, Lease and Capital Recommendations 1- 16:** 1) Continuing Facilities Agreement with Kearny Board of Education for Classroom usage at Kearny High School for Evening Classes, 2) Continuing Facilities Agreement with Bayonne Board of Education for Classroom Usage at Bayonne High School for Evening Classes, 3) Continuing Facilities Agreement with Hoboken Board of Education for Classroom Usage at Hoboken High School for Evening Classes, 4) Purchase of Internet Services for FY 12, 5) Renewal of College's Campus-Wide Software License Agreement, 6) Purchase of a Smart Board 690 Projector System for Seven (7) Classrooms, 7) Renew Annual Software Lease for Library Management Software, 8) Purchase of Epson Bright Link Projector System for Twenty-Five (25) Classrooms in the New North Hudson Education Center, 9) Award of Media Services (News 12) for Cable Advertisements, 10) Award of Media Services (Cablevision) for Cable Advertisements, 11) Resolution for Jones & Associates Communications, Inc., 12) Resolution Authorizing Award of Contract for Public Relations Consultant to WAM Consulting, 13) Resolution Authorizing the College to Renew a Shared Services Agreement with Hudson County Agencies to Share Consulting/Lobbyist Services for Federal Governmental Relations, 14) Resolution Authorizing the Award of a Contract for Public Relations Consultant to Fitz Media of Hoboken, N.J., 15) Purchase of Equipment for Academic Foundations Mathematics, and 16) (as amended) Purchase of Two (2) Facilities Department Vehicles (Van/Small Truck).

INTRODUCED BY: Katia Stack

SECONDED BY: Adrienne Sires

DATE: June 14, 2011

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

8 Ayes..... 0 Nay

*****RESOLUTION ADOPTED****

Jennifer Oakley
Signature of Recorder

6-14-2011
Date

**HUDSON COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES MEETING
June 14, 2011**

VIII. PERSONNEL RECOMMENDATIONS

1. RETIREMENT

REPORTS/BACKGROUND

<u>Name</u>	<u>Title</u>	<u>Effective Date</u>
Georgia Brooks	Academic Lab Manager	06/01/2011

RECOMMENDATION:

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

2. RESIGNATION

REPORTS/BACKGROUND

<u>Name</u>	<u>Title</u>	<u>Effective Date</u>
Amanda Moreno	Instructor, Psychology	06/15/2011

RECOMMENDATION:

The President, the Administration and the Personnel Committee recommend that the Board of Trustees approve the Resignation as Personnel Recommendation Item No. 2.

3. APPOINTMENT OF STAFF

REPORTS/BACKGROUND

<u>Name</u>	<u>Title</u>	<u>Effective Date</u>	<u>Annual Salary</u>
Kaiby Sandoval	Enrollment Record Assistant	06/15/2011	\$24,000 (pro-rated)

Note: This is a replacement for Rosa Sosa.

RECOMMENDATION:

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

4. TEMPORARY CONSULTANT ASSIGNMENT

REPORTS/BACKGROUND

<u>Name</u>	<u>Title</u>	<u>Effective Date</u>	<u>Annual Salary</u>
Hema Shroff, MD, MSJ	Consultant	06/15/11 02/29/12	\$100.00/hr (Not to exceed \$24,000)

Note: Consultation to review and develop curriculum for program of Health Information Technologies.

RECOMMENDATION:

The President, the Administration and the Personnel Committee recommend that the Board of Trustees approve the Temporary Consultant Assignment listed above as Personnel Recommendation Item No 4.

5. APPOINTMENT OF ADDITIONAL NEW & CONTINUING PART-TIME HIRES: JULY 1, 2011 - – JUNE 30, 2012

Last Name	First Name	Department	Title
Ali	Syeda	Academic Affairs	Evening/Weekend Administrator
Bakheet	Hussein	Academic Affairs	Evening/Weekend Administrator
Choudry	Abuibraheem	Academic Affairs	Evening/Weekend Administrator
Cruz	Michelle	Academic Affairs	Staff Assistant
James	Sheila	Academic Affairs	Evening/Weekend Administrator
Lumbsden	Dwayne	Academic Affairs	Evening/Weekend Administrator
Maignan	Jesse	Academic Affairs	Evening/Weekend Administrator
Palmer	Karlett	Academic Affairs	Evening/Weekend Administrator
Testa	George	Academic Affairs	Evening/Weekend Administrator
Thompson	Lateisha	Academic Affairs	Office Assistant
Roman	Damaris	Academic Affairs/ Dean of Instructors	Staff Assistant
Baker	Charles	Advisement & Counseling	Advisor
Brabant	Nathan	Advisement & Counseling	Advisor
Casiano	John	Advisement & Counseling	Advisor
Clinton	Chevelle	Advisement & Counseling	Office Assistant
Crosby	Ashley	Advisement & Counseling	Advisor
Gomez	Andrea	Advisement & Counseling	Advisor
Gomez	Luis	Advisement & Counseling	Advisor
Livesay	Lewis	Advisement & Counseling	Advisor
Martucci	Jeanette	Advisement & Counseling	Advisor
Matamoros	Jonathan	Advisement & Counseling	Advisor

McLaughlin	Craig	Advisement & Counseling	Advisor
Olivera	Peggy	Advisement & Counseling	Advisor
Pearson	Kristen	Advisement & Counseling	Advisor
Perry	Robert	Advisement & Counseling	Advisor
Procel	Sandra	Advisement & Counseling	Front Desk Assistant
Rossilli	Denise	Advisement & Counseling	Advisor
Sipes	Raven	Advisement & Counseling	Front Desk Assistant
Spinnato	Gabriella	Advisement & Counseling	Advisor
Wendolowski	Jenna	Advisement & Counseling	Advisor
Delemos	Jacquelyn	Bursar's Office	Cashier
Hernandez	Miryam	Bursar's Office	Cashier
Banzon	Amelia	CBI/Community Education	Instructor
Baxer	Paul	CBI/Community Education	Instructor
Farooq	Tanveer	CBI/Community Education	Instructor
Fulks	Patricia	CBI/Community Education	Instructor
Hertz	Ismael	CBI/Community Education	Instructor
Karnicka	Joanna	CBI/Community Education	Instructor
Krause	Helen	CBI/Community Education	Instructor
Lacsamana	Corazon	CBI/Community Education	Instructor
Magno	Paul L.	CBI/Community Education	Instructor
McDonough	Joann	CBI/Community Education	Instructor
Moruzzi	Victor	CBI/Community Education	Instructor
Osama	A. Helmy	CBI/Community Education	Instructor
Primavera	James	CBI/Community Education	Instructor
Randazzo	Ismael	CBI/Community Education	Instructor
Raz	Omar	CBI/Community Education	Instructor
Ritter	David	CBI/Community Education	Instructor
Roderick	Fernand	CBI/Community Education	Instructor
Rowan	Scott	CBI/Community Education	Instructor
Rubio	Armando	CBI/Community Education	Instructor
Santos	Milagros	CBI/Community Education	Instructor
Saunders	Daniel	CBI/Community Education	Instructor
Schenider	W. Robert	CBI/Community Education	Instructor
Snow	Hugh	CBI/Community Education	Instructor
Valcarcel	Alicia	CBI/Community Education	Instructor
Wadhwani	Usha	CBI/Community Education	Instructor
Wilkinson	Meredith	CBI/Community Education	Instructor
Williamson-McKie	Taneya	CBI/Community Education	Instructor
Felix	Gina	CBI/FSD	Office Assistant
Albanese	Richard	Center for Business & Industry	Instructor
Bianchi	Thomas	Center for Business & Industry	Instructor

Blakely	Glenda	Center for Business & Industry	Instructor
Dammelen	Roeland	Center for Business & Industry	Instructor
Demarco	David	Center for Business & Industry	Instructor
Gazsi	Shirley	Center for Business & Industry	Instructor
Loria	Peter	Center for Business & Industry	Instructor
Machado	Carlos	Center for Business & Industry	Instructor
Venturo	Martin	Center for Business & Industry	Instructor
Zamalin	Marina	Center for Distance Ed.	PT Instructional Technologist
Fuentes	Christina	Communications	Communication Assistant
Torres	Nathalie	Communications	Student Assistant
Bolamos	Otoniel	Community Education	Instructor
Bolmer	Robert	Community Education	Instructor
Clode	Anthony	Community Education	Culinary Non-Credit Instructor
Da Silva	Catherine	Community Education	Instructor
Da Silva	Susan	Community Education	Culinary Non-Credit Instructor
Delgado	Claudia	Community Education	Instructor
Domingo	Elaine	Community Education	NPT Instructor
Gilliam	Tanya	Community Education	NPT Instructor
Grimaldi	Rose	Community Education	ESL Non-Credit Instructor
Hamer	Robert	Community Education	Culinary Non-Credit Instructor
Herrador	Nicole	Community Education	Office Assistant
Kamel	Helen	Community Education	ESL Non-Credit Instructor
Karen	Ivy	Community Education	Instructor
Kelley	Brian	Community Education	Instructor
Kostick	Edward	Community Education	Principles of Life & Health Instructor
Krause	Helen	Community Education	Instructor
Litchman	Martin	Community Education	NPT Instructor
Litchman	Martin	Community Education	Intro to Teaching Instructor
McDonald	Sean R.	Community Education	Instructor
Mendez	Jose	Community Education	Instructor
Nour	Samir	Community Education	Office Support
Oliveros	Rosario	Community Education	ESL Non-Credit Instructor
Rahman	Sadaf	Community Education	Office Assistant
Ramirez	Robert	Community Education	ESL Non-Credit Instructor
Ridel	Alain	Community Education	Culinary Non-Credit Instructor
Rivera	Miriam	Community Education	Office Assistant
Roberts-Lehan	Lisa	Community Education	Instructor
Rossi	Alan	Community Education	Instructor
Saeed	Aneeqa	Community Education	Office Assistant
Saeed	Aneeqa	Community Education	Office Assistant
Schults	Francine	Community Education	Culinary Non-Credit Instructor

Sewilam	Maria	Community Education	Instructor
Shpilberg	Marina	Community Education	Non-Credit Instructor
Sims	Najilaa	Community Education	Office Assistant
Soto	Yvonne	Community Education	Culinary Non-Credit Instructor
Stevenson	Tanya	Community Education	Non-Credit Instructor
Washington	Wendy	Community Education	Instructor
Welmer-Elkas	Sandra	Community Education	Culinary Non-Credit Instructor
White	Valerie	Community Education	Instructor/Non-Credit
Whiteman	Stephen	Community Education	Culinary Non-Credit Instructor
Zappy	Mark	Community Education	Homeland Security Instructor
Ivy	Karen	Community Education	NPT Instructor
Arena	Stephanie	Community Education/ Non-Credit	NPT Instructor
Lacsamana	Corazon	Community Education/ Non-Credit	Instructor
Robles	Rachel	Community Education/ Non-Credit	Computer Instructor
Morales	America	Community Education/ Culinary	Dishwasher
Bahr	Christopher	Community Education/ Non-Credit	Instructor
Jacques	Stephanie	Community Education/ Non-Credit	Instructor
Stark	Marvin	Community Education/ Non-Credit	Instructor Liberal Arts
Ritter	David	Community Education/ Non-Credit Culinary	Instructor
Lopez	Manuel	Controllers Office	Office Assistant
Apena	John	Culinary Arts	Diswasher
Aviles	Lillian	Culinary Arts	Diswasher
Barroso	Bella	Culinary Arts	Dishwasher
Candelaria	Miguel	Culinary Arts	Dishwasher
Chitty	Shawn	Culinary Arts	Kitchen Assistant
Hall	Norris	Culinary Arts	Non-Credit Instructor
Jefferson	Tonja	Culinary Arts	Instructor
Joyner	Tanya	Culinary Arts	Adjunct Instructor
Junghye	Kimberly	Culinary Arts	Receiving Clerk
Nacera	Kalifa	Culinary Arts	Dishwasher
Perez	Richard	Culinary Arts	Office Assistant
Pukdeedamrongrit	Auchit	Culinary Arts	Receiving Clerk
Ramirez	Daury Abad	Culinary Arts	Dishwasher
Santos	Enfrain	Culinary Arts	Kitchen Assistant
Spivack	Charles	Culinary Arts	Instructor
Velez	Apolinar	Culinary Arts	Dishwasher
Avengo	Victor	Culinary Non-Credit	Dishwasher
Dyson	James	Culinary Non-Credit	Adjunct Instructor

Kadko	Sam	Culinary Non-Credit	Instructor
Konig	Barbara	Culinary Non-Credit	Instructor
Lukeman	Meghan	Culinary Non-Credit	Culinary Non-Credit Instructor
Martinelli	Gina	Culinary Non-Credit	Instructor
Abon	Eusebio	Disability Support Services	Note taker/Reader
Alpapara	Victoria	Disability Support Services	Note taker/Reader
Boodwah	Sandra	Disability Support Services	Note taker/Reader
Boodwah	Sandra	Disability Support Services	Note taker/Reader
Boodwah	Sandra	Disability Support Services	Note taker/Reader
Cabezas	Javier	Disability Support Services	Note taker/Reader
Capofari	Doreen	Disability Support Services	Sign Language Interpreter
Carbett	Julie	Disability Support Services	Sign Language Interpreter
Cuna	Angelica	Disability Support Services	Note taker/Reader
DaPonte	Marisa	Disability Support Services	Note taker/Reader
Davis Johnson	Nicole	Disability Support Services	Note taker/Reader
Diaz	Mary Ann	Disability Support Services	Sign Language Interpreter
Drayton	Niki	Disability Support Services	Note taker/Reader
Dumencela	Angel Alfonse	Disability Support Services	Note taker/Reader
Farley	Dana	Disability Support Services	Sign Language Interpreter
Farrell	Karen	Disability Support Services	Sign Language Interpreter
Gedacht	Julie	Disability Support Services	Sign Language Interpreter
Jeffers	Alysa	Disability Support Services	Note taker/Reader
Kerr	Christopher	Disability Support Services	Note taker/Reader
Kinner	Kristen	Disability Support Services	Note taker/Reader
LaRusso	Faith	Disability Support Services	Note taker/Reader
Lindsey Jr.	Walter	Disability Support Services	Note taker/Reader
Madison	Tamara	Disability Support Services	Note taker/Reader
McCane	Kimberly	Disability Support Services	Sign Language Interpreter
Narvaez	Karen	Disability Support Services	Note taker/Reader
Nepomuceno	Bernadette	Disability Support Services	Note taker/Reader
Orellana	Ruth	Disability Support Services	Note taker/Reader
Peluso	Joanna	Disability Support Services	Sign Language Interpreter
Reeves	Angelique	Disability Support Services	Note taker/Reader
Rolon	Timothy	Disability Support Services	Note taker/Reader
Sanchez	Lotta	Disability Support Services	Note taker/Reader
Taylor	Danielle	Disability Support Services	Note taker/Reader
Taylor	Kim	Disability Support Services	Note taker/Reader
Taylor	Scott	Disability Support Services	Note taker/Reader
Valvano	Katrina	Disability Support Services	Note taker/Reader
Vicagee	Vanessa	Disability Support Services	Note taker/Reader
Arshad	Maria	Enrollment Services	Student Ambassador

Cooper	Marcus	Enrollment Services	Student Ambassador
Deterville	Anoushka	Enrollment Services	Student Ambassador
Elgawli	Fatima	Enrollment Services	Student Ambassador
Ibranim	Abubakar	Enrollment Services	Student Ambassador
Mejias	Kiara	Enrollment Services	Student Ambassador
Moncion	Samantha	Enrollment Services	Student Ambassador
Ogega	Leah	Enrollment Services	Student Ambassador
Paredes	Fabiola	Enrollment Services	Student Ambassador
Patel	Shital	Enrollment Services	Student Ambassador
Santamaria	Christel	Enrollment Services	Student Ambassador
Tuzzo	Stephanie	Enrollment Services	Student Ambassador
Villa	Manuel	Enrollment Services	Student Ambassador
Zaib	Sanah	Enrollment Services	Student Ambassador
Motta	Lais	Equal Opportunity Fund	Office Assistant
Dortrait	Lynette	Equal Opportunity Fund	Classroom Assistant
Duran	Denise	Equal Opportunity Fund	Mentor
Bobea	Jenny	ESL	Assistant ESL
Bouret	Angelina	ESL	Office Assistant
Fernandez	Stephany	ESL	Student Assistant
Valcarcel	Paola	ESL	Student Assistant
Mejia	Michelle	ESL/Bilingual	Student Assistant
Barbour	Omar	Facilities	Facilities Worker
Cousar	Ebony	Facilities	Student Assistant
Gomes	Aires	Facilities	Facilities Worker
Arian	Gabriela	Financial Aid	Office Assistant
Cortez	Maria Cielo	Financial Aid	Office Assistant
Jennings	Shameeka	Financial Aid	Office Assistant
Leon	Aimee	Financial Aid	Office Assistant
Matos	Shaniqua	Financial Aid	Office Assistant
Mory	Marlene	Financial Aid	Office Assistant
Siddiqui	Samreen	Financial Aid	Office Assistant
Soriano	Sheila	Financial Aid	Office Assistant
Zehaf	Imane	Financial Aid	Office Assistant
Gholkar	Girija	Grants / Community Education	Grants Coordinator
Aquirre	Mauricio	Health, Science & Technology	Lab Assistant
Csiszer	Carlos	Health, Science & Technology	Lab Assistant
Jilla	Abilash	Health, Science & Technology	Lab Assistant (NJCU)
Marshood	Tamer	Health, Science & Technology	Lab Assistant
Patel	Hemal	Health, Science & Technology	Student Assistant
Sheth	Mickey	Health, Science & Technology	Student Assistant
Tadjadine	Tahir	Health, Science & Technology	Lab Assistant

Velez	Julian	Health, Science & Technology	Lab Assistant
Weisnewski	Fred	Health, Science & Technology	Lab Assistant
Williams	Sean	Health, Science & Technology	Office Assistant
Zeynep	Yassa	Health, Science & Technology	Office Assistant
Fair	Justin	Human Resources	Office Assistant
Almanzar-Gonzalez	Erika	Humanities & Social Science	Student Assistant
Tancredi	Nicholas	Humanities & Social Science	Student Assistant
Acosta	Nelson	Information Technology Services	Instructional Lab Assistant
Alfaro	Peter	Information Technology Services	Instructional Lab Assistant
Almeda	Jordan	Information Technology Services	Instructional Lab Assistant
Beniquez	Maritza	Information Technology Services	Instructional Lab Assistant
Bhatti	Raheel	Information Technology Services	Instructional Lab Assistant
Bouabid	Walid	Information Technology Services	Instructional Lab Assistant
Bustamante	Kenny	Information Technology Services	Instructional Lab Assistant
Carrillo	Tirsa	Information Technology Services	Instructional Lab Assistant
Cervantes	Sindy	Information Technology Services	Instructional Lab Assistant
Chavez	Eddy	Information Technology Services	Instructional Lab Assistant
Chico	Kelvin	Information Technology Services	Instructional Lab Assistant
Cruz	Javier	Information Technology Services	Instructional Lab Assistant
Daiz	Laschan	Information Technology Services	Instructional Lab Assistant
Deschamps	Anthony	Information Technology Services	Instructional Lab Assistant
Edwards	Aycha	Information Technology Services	Instructional Lab Assistant
Evans	Robert	Information Technology Services	Instructional Lab Assistant
Faruque	Sana	Information Technology Services	Instructional Lab Assistant
Fernandez	Marionne	Information Technology Services	Instructional Lab Assistant
Fernandez	Carlos	Information Technology Services	Instructional Lab Assistant
Galdamez	Christian	Information Technology Services	Instructional Lab Assistant
Garay	Kelly B.	Information Technology Services	Instructional Lab Assistant
Guitierrez	Christian	Information Technology Services	Instructional Lab Assistant
Insuasti	Kevin	Information Technology Services	Instructional Lab Assistant
Landicho	Anelyn	Information Technology Services	Instructional Lab Assistant
Lavado	Liseth	Information Technology Services	Instructional Lab Assistant
Ledesma	Elmer	Information Technology Services	Instructional Lab Assistant
Loor-Mora	Rocio	Information Technology Services	Instructional Lab Assistant
Lopez	Ariel	Information Technology Services	Instructional Lab Assistant
Loza	George	Information Technology Services	Instructional Lab Assistant
Majid	Yousaf	Information Technology Services	Instructional Lab Assistant
Marrero	Pedro	Information Technology Services	Instructional Lab Assistant
Martinez-Escobar	Arely	Information Technology Services	Instructional Lab Assistant
Medina	Sonia D.	Information Technology Services	Instructional Lab Assistant
Medina	Cintha M.	Information Technology Services	Instructional Lab Assistant

Medina	David	Information Technology Services	Instructional Lab Assistant
Moreno	Raul	Information Technology Services	Instructional Lab Assistant
Moussir	Rabah	Information Technology Services	Instructional Lab Assistant
Naik	Dhaval	Information Technology Services	Instructional Lab Assistant
Pacol	Gail	Information Technology Services	Instructional Lab Assistant
Patel	Ankit	Information Technology Services	Instructional Lab Assistant
Patel	Ashish	Information Technology Services	Instructional Lab Assistant
Patel	Krupali B.	Information Technology Services	Instructional Lab Assistant
Patel	Meghna	Information Technology Services	Instructional Lab Assistant
Patel	Vibhuti	Information Technology Services	Instructional Lab Assistant
Patel	Monarch	Information Technology Services	Instructional Lab Assistant
Patel	Radhika	Information Technology Services	Instructional Lab Assistant
Perez	Erika C.	Information Technology Services	Instructional Lab Assistant
Perez	Diana	Information Technology Services	Instructional Lab Assistant
Rabines	Ivelisse	Information Technology Services	Instructional Lab Assistant
Rashid	Qaisar	Information Technology Services	Instructional Lab Assistant
Reyes	Paola	Information Technology Services	Instructional Lab Assistant
Sanghavi	Hardik B.	Information Technology Services	Instructional Lab Assistant
Sebastiani	Edwin	Information Technology Services	Instructional Lab Assistant
Taman	Muslim	Information Technology Services	Instructional Lab Assistant
Tsouli Moufid	Jaafar	Information Technology Services	Instructional Lab Assistant
Uribe	Daniel	Information Technology Services	Instructional Lab Assistant
Xie	Qian	Information Technology Services	Instructional Lab Assistant
Yadav	Jay	Information Technology Services	Instructional Lab Assistant
Ylagan	Nicko	Information Technology Services	Instructional Lab Assistant
Zahidi	Mohamed	Information Technology Services	Instructional Lab Assistant
Zuniga	Guillermo	Information Technology Services	Instructional Lab Assistant
Rodriguez	Victor	ITS	Lab Assistant
Baltimore	Shenelle	Learning Resource Center	Library Clerical Assistant
Brooks	Clifford	Learning Resource Center	Librarian
Cinciarella	John	Learning Resource Center	Librarian
Cox	James	Learning Resource Center	Librarian
Crawford	Malkia	Learning Resource Center	Library Clerical Assistant
Dodds	John	Learning Resource Center	Librarian
Elgebily	Soher	Learning Resource Center	Library Clerical Assistant
Gawchik	Martha	Learning Resource Center	Librarian
Guevarra	Jonathan	Learning Resource Center	Library Clerical Assistant
Hernandez	Antonia	Learning Resource Center	Library Clerical Assistant
Hill	Indeera	Learning Resource Center	Library Clerical Assistant
Johnson	Christopher	Learning Resource Center	Library Clerical Assistant
Korn	Sister Joanne	Learning Resource Center	Librarian

Louie	Lawrence	Learning Resource Center	Library Clerical Assistant
Lynch	Jessika	Learning Resource Center	Library Clerical Assistant
Medina	Swayzeen	Learning Resource Center	Library Clerical Assistant
Muhi	Amorfina	Learning Resource Center	Librarian
Navarro	Aurora	Learning Resource Center	Library Clerical Assistant
Nelson	Jeanette	Learning Resource Center	Library Clerical Assistant
Nieves	Miguel	Learning Resource Center	Library Clerical Assistant
Richard	Robert	Learning Resource Center	Library Clerical Assistant
Romero	Jose	Learning Resource Center	Librarian
Rosado	Monica	Learning Resource Center	Library Clerical Assistant
Sahadeo	Krishna	Learning Resource Center	Library Clerical Assistant
Smith	Lymon	Learning Resource Center	Librarian
Sova	Cathleen	Learning Resource Center	Librarian
Spangenberg	Melissa	Learning Resource Center	Librarian
Trent	Yhana	Learning Resource Center	Library Clerical Assistant
Wright	Wakeea	Learning Resource Center	Library Clerical Assistant
Abramo	Antonio	Mail & Copy Room	Office Assistant
Casas	Michael	Mail & Copy Room	Student Assistant
Dean	James	Mail & Copy Room	Office Assistant
Mahadera	Amalan	Mail & Copy Room	Office Assistant
Parekh	Tejal	Non-Credit Programs	Student Assistant
Vidal	Ronny	Non-Credit Programs	Student Assistant
Desenna	Marguerita	Non-credit/community Ed	Instructor
Kanter	Debra	Non-Credit/Community Ed	Holistic Instructor
Kaplan	Jennifer	Non-Credit/Community Ed	Arabic Instructor
Koopmans	Marilyn	Non-Credit/Community Ed	Instructor
Conte	George	Non-Credit/Culinary	Instructor
Pascale	Bruno	Non-Credit/Culinary	Instructor
Pascale	Frank	Non-Credit/Culinary	Instructor
Grullon	Celeste	North Hudson Center	Office Assistant
Sanchez	Yausy	North Hudson Center	Office Assistant
Miedziedz	Dorota	President's Office	Alumni Assistant
Del Piano	Pat	Security	Fire & Safety Coordinator
Bautista	Lizzette	Student Activities (JC)	Intramural Sport Community Service Coordinator
Jackson	Lakeesha	Student Activities (JC)	Programming Assistant
Parker	Teroy	Student Activities (JC)	Intramural Sports Assistant
Godoy	Johana	Student Activities (NHC)	Student Activities Assistant
Rowland	Sherry-Ann	Student Activities (NHC)	Student Activities Assistant
Wesley	Penny	Student Affairs	Office Assistant
Abdelsayed	Nabila	Tutorial Services	Tutor
Adewumi	Aminata Edith	Tutorial Services	Tutor

Aguilar	Maria	Tutorial Services	Tutor
Ahmed	Marystella	Tutorial Services	Tutor
Al Hossain	Mohammad	Tutorial Services	Tutor
Altamura	Anthony	Tutorial Services	Tutor
Asjad	Subhana	Tutorial Services	Tutor
Avila	Gabriella	Tutorial Services	Tutor
Bamba	Aminata Edith	Tutorial Services	Tutor
Banks	Rasheeda	Tutorial Services	Tutor
Beniquez	Maritza	Tutorial Services	Tutor
Campbell	Ronnette	Tutorial Services	Tutor
Carrillo	Phil	Tutorial Services	Tutor
Chauhan	Sagar	Tutorial Services	Tutor
Chico-Yick	Anthony	Tutorial Services	Tutor
Clark	China	Tutorial Services	Tutor
Colicchio	Jack	Tutorial Services	Tutor
Correa	Luz	Tutorial Services	Tutor
Cruz	Joanna	Tutorial Services	Tutor
Dalton	Rose	Tutorial Services	Tutor
Davenport	Anthony	Tutorial Services	Tutor
Dervishi	Aferdita	Tutorial Services	Tutor
Dickerson	Tracel	Tutorial Services	Tutor
Elshorhagy	Hala	Tutorial Services	Tutor
Er-Rich	Lahcen	Tutorial Services	Tutor
Estrella	Andres	Tutorial Services	Tutor
Fabara	Kenny	Tutorial Services	Tutor
Greffin-Duplan	Marie	Tutorial Services	Tutor
Horne II	Jeffrey	Tutorial Services	Tutor
James	Sheila	Tutorial Services	Tutor
Javaid	Athar	Tutorial Services	Tutor
Kay	Ilina	Tutorial Services	Tutor
Kent	Scott	Tutorial Services	Tutor
Klimchak	Amre	Tutorial Services	Tutor
Kutubuddin	Nipon	Tutorial Services	Tutor
Lopez	Cathrine	Tutorial Services	Tutor
Lubin	Matthew	Tutorial Services	Tutor
Mangunay	Rachelle	Tutorial Services	Tutor
Master	Yogesh	Tutorial Services	Tutor
Medina	Sandra	Tutorial Services	Tutor
Mehta	Poojan	Tutorial Services	Tutor
Modi	Umangi	Tutorial Services	Tutor
Mukherjee	Sharmila	Tutorial Services	Tutor

Muniz	Alexis	Tutorial Services	Tutor
Na	Olivia	Tutorial Services	Tutor
Nasir	Aysha	Tutorial Services	Tutor
Nicholson	Jaheera	Tutorial Services	Tutor
Oden	Ruth	Tutorial Services	Tutor
Patel	Hitarth	Tutorial Services	Tutor
Piontkowskie	Coleen	Tutorial Services	Tutor
Pipaliya	Ruchika	Tutorial Services	Tutor
Ponce	Anais	Tutorial Services	Tutor
Rios	Juan Manuel	Tutorial Services	Tutor
Rivera	Carmen	Tutorial Services	Tutor
Rivera	Chayanne	Tutorial Services	Tutor
Samasundasam	Pamathi	Tutorial Services	Tutor
Sambula	Lisa	Tutorial Services	Tutor
Sanchez	Alexandra	Tutorial Services	Tutor
Santos	Blanca	Tutorial Services	Tutor
Seshie	Prosper	Tutorial Services	Tutor
Sharma	Push Push	Tutorial Services	Tutor
Sommers	Enkhsana	Tutorial Services	Tutor
Sooklall	Tracy Ann	Tutorial Services	Tutor
St. Juste	Reginold	Tutorial Services	Tutor
Taylor	Beatrice	Tutorial Services	Tutor
Torres	Jonathan	Tutorial Services	Tutor
Yasmeen	Faria	Tutorial Services	Tutor
Zulueta	Isabelita	Tutorial Services	Tutor
Campbell	Kyle	VP Finance Office	Student Assistant

RECOMMENDATION:

The President, the Administration and the Personnel Committee recommend that the Board of Trustees approve the Appointment of Additional New Part-time Assignments listed above as Personnel Recommendation Item No. 5.

6. MODIFICATIONS OF STAFFING TABLE EFFECTIVE JULY 1, 2011

REPORTS/BACKGROUND

NAME

Iris Herrador

TITLE CHANGES

FROM: Human Resources Assistant
TO: Human Resources Benefit/Recruitment Manager

Chanida Katkanant

FROM: Assistant Dean of Academic Affairs
TO: Associate Dean of Academic Affairs

<u>NAME</u>	<u>TITLE CHANGES</u>	<u>SALARY ADJUSTMENT</u>
Paula Gonzalez	FROM: Human Resources Assistant TO: Human Resources Employment Manager	FROM: \$48,570 TO: \$53,570
Russel Taboso	FROM: Telecommunications Service Manager TO: Telecommunications & Systems Manager	FROM: \$53,817 TO: \$58,770

DELETE TITLE:

Secretary, Safety and Security

RECOMMENDATION:

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

7. ACCEPTANCE OF STAFFING TABLE EFFECTIVE JULY 1, 2011

The Staffing Table for Fiscal Year 2012 has been prepared in consultation with the Personnel Committee.

RECOMMENDATION:

The President, the Administration and the Personnel Committee recommend that the Board of Trustees approve the Staff Table for FY 12 above as Personnel Recommendation Item No. 7.

RESOLUTION:

NOW, THEREFORE BE IT RESOLVED that the Board of Trustees approve the recommendations of the President, the Administration and the Personnel Committee as outlined above in **Item VIII. Personnel Recommendations 1-7:** (1) Retirement (2) Resignation (3) Appointment of Staff, (4) Temporary Consultant Assignment, (5) Appointment of Additional New & Continuing Part-Time Hires, (6) Modification of Staffing Table, and (7) Acceptance of Staffing Table for FY 12.

INTRODUCED BY: James Fife

SECONDED BY: Karen Fahrenholz

DATE: June 14, 2011

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

8 Ayes..... 0 Nay

*****RESOLUTION ADOPTED****

Signature of Recorder

Date

James Fife *6-14-11*

**HUDSON COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES MEETING
June 14, 2011**

IX. ACADEMIC AND STUDENT AFFAIRS

- 1. New and On-going Partnerships with Hudson County High Schools for the Delivery of Credit Course Instruction for Academic Year 2011-2012 (September 1, 2011 – August 31, 2012)**

REPORT/BACKGROUND:

Hudson County Community College (HCCC) proposes agreements with ten school districts/charter schools in Hudson County for the delivery of instruction in selected degree credit courses for high school students on the HCCC or high school campuses. Students will enroll in up to three (3) degree-credit courses and will receive both college and high school credit upon successful completion. They will have access to HCCC's academic advising program, tutorial services, library resources and computer laboratories. In order to participate in the LEAP (Learning Enables All Possibilities) Program, the students must successfully complete the College Placement Test (CPT) and have the approval of their parents and guidance counselors. Some high schools also require their students to pass the High School Proficiency Assessment (HSPA).

The tuition for the LEAP Program is determined on an annual basis by agreement with the individual school districts and is based on the course(s), instructor(s) and location. For academic year 2011 – 2012 (Fall/Spring/Summer I) for the majority of course offerings, a tuition rate of \$53.25 per credit will be applied for classes taught by HCCC faculty on the HCCC or high school campus. Differentiated tuition of \$27, \$37 or \$53.25 per credit will be applied for courses taught on the high school campus by the high school faculty, or team taught by high school/HCCC faculty, or where HCCC provides some equipment/supplies. The College will waive all general fees with the exception of selected laboratory fees. HCCC will not bill students directly for tuition. Textbooks and/or any required transportation will be provided by the high school.

Students from participating high schools who desire to take courses during Summer II will be afforded the reduced per-credit tuition -- proportionate to any percentage increase in the College's regular tuition, if such occurs on July 1, 2012. Summer II students will be billed directly for the tuition.

- A. Hoboken Charter High School (HCHS)** - This is a new LEAP partnership for HCCC. Approximately ten (10) students are expected to enroll in up to three courses (Intro to Human Services, Cultures and Values, and Contemporary Moral Issues) to be offered either on the HCCC or the HCHS campus.
- B. Hoboken High School (HHS)** - HCCC has offered evening credit classes on the HHS campus for many years; however, dual credit classes for the high school students represent a new LEAP partnership. At least 30 students are expected to enroll in College Composition, Psychology, Criminal Justice, and Accounting courses during Academic Year 2011-2012.
- C. Hudson County Schools of Technology (County Prep and High Tech High Schools)** - During the 2010-2011 academic year, thirty-six (36) students ranging from ninth through twelfth grades were enrolled in up to six college-level courses at HCCC. For the upcoming 2011 – 2012 Academic Year, students are expected to enroll in Geographical Information Systems, College Composition, Sociology, Speech, and Psychology.
- D. Jersey City Public Schools (JCPS)** - For the past twenty-three years, HCCC and JCPS have partnered to offer college level courses in Criminal Justice, Legal Assisting, and Culinary Arts to

students from high schools including Dickinson, Snyder, Ferris, Liberty, and Lincoln High Schools. During the 2010-2011 academic year, 47 students enrolled in up to six college level credits. For the upcoming 2011 – 2012 academic year, 51 students are expected to enroll in Culinary Arts or Criminal Justice courses.

With respect to Culinary Arts, 26 students will enroll in College Survival Skills and two Culinary Arts (Sanitation and Breakfast Cookery) courses contingent upon Perkins Funding. The classes will be taught by HCCC faculty on the HCCC campus for 12 Fridays in both Fall and Spring semesters. Students will earn five (5) college credits upon successful completion of the program. Additionally, students who successfully complete the Sanitation course will receive a Serve Safe Certificate from The American National Standards Institute. JCPS will pay HCCC \$70,174.00 for the program, which includes tuition and fees, supplies, an end-of-year ceremony and related program expenses.

In addition to Culinary Arts, 25 students are expected to enroll in two Criminal Justice courses (Intro to Criminal Justice and Intro to Criminal Law) on the HCCC campus. The differentiated tuition rate will be applied.

- E. Kearny Board of Education (KHS)** - HCCC and KHS has partnered for nine years to offer college level courses for their high school students. However, the College has offered evening credit courses for members of the community at KHS for over 25 years. During AY 2010 – 2011, 146 high school students were enrolled in up to nine credits in six different courses. For the upcoming 2011 – 2012 academic year, students are expected to enroll in courses such as Music, Practical Nutrition, College Composition, and Psychology to be offered on the HCCC campus during the school day or as part of the evening offerings at the KHS site.
- F. Memorial High School (MHS)** - For about 15 years until the early 1990s, HCCC offered evening classes at MHS to augment our North Hudson offerings. This agreement will mark the third academic year of a promising LEAP dual credit partnership. During the 2010-2011 academic year, ten (10) high school students enrolled in College Composition and Intro to Theatre classes and five are expected to enroll in Per-Calculus in Summer II. For the 2011 – 2012 academic year, students are expected to enroll in College Composition I-II and Intro to Theatre.
- G. Miftaahul Uloom Academy (MUA)** - Located in Union City, MUA - an Islamic school, participates in Project LEAP as a way to supplement its curriculum and enhance its students' overall academic experience. This will be the sixth consecutive year of partnership with MUA. During AY 2010-2011, 25 students ranging from ninth through twelfth grades enrolled in up to nine (9) college-level credits at either the HCCC or MUA campus. For the upcoming AY 2011 - 2012, students are expected to enroll in courses such as College Composition, College Algebra, Pre-calculus, and Anatomy and Physiology.
- H. Rising Star Academy (RSA)** - This is a new LEAP partnership. RSA is an Islamic school located also in Union City. HCCC will provide credit courses in College Algebra, Web Design and Biology for eligible ninth to twelfth grade students on the RSA campus.
- I. Union City School District** - HCCC and Union City Board of Education have enjoyed many years of partnership including use of its facilities for evening classes, a collaborative grant-funded College Bound Program that provided over 60 students from its Alternative Design Academy (ADA) with degree-credit classes, tutorials, academic and cultural enrichment, and more recently, LEAP dual enrollment programming. For the upcoming academic year, credit classes will be offered to students from the Alternative Design Academy (ADA) and Union City High School (UCHS). Two separate agreements will be prepared to reflect separate funding sources.
 - **Alternative Design Academy (ADA)** - During the 2010 – 2011 academic year, 21 students ranging from 10th to 12th grades enrolled in two 3-credit (Speech and Psychology) courses. For

the upcoming academic year (2011-2012) about 24 students are expected to enroll in the above courses.

- Union City High School - Academy for Enrichment and Achievement (AEA) - During the 2010 – 2011 academic year, 18 students ranging from 10th to 12th grades enrolled in a 3-credit (Speech) course. For the upcoming 2011 – 2012 Academic Year, students are expected to enroll in up to six courses (Scientific Programming, Speech, Pre-Calculus, Medical Terminology, and Practical Nutrition).

By planning and working together, both HCCC and the school districts can provide opportunities for bright students to advance at their own pace, provide continuity in instruction, minimize unnecessary duplication of experiences and resources, encourage more students to pursue college degrees, and reduce the time and cost of earning such degrees.

RECOMMENDATION:

The President and Administration recommend that the Board of Trustees authorizes the President to execute separate agreements with the following school districts: (a) Hoboken Charter High School (b) Hoboken High School (c) Hudson County Schools of Technology - County Prep and High Tech High Schools (d) Jersey City Public Schools - Dickinson, Snyder, Ferris, Liberty, and Lincoln High Schools, (e) Kearny High School (f) Memorial High School (g) Miftaahul Uloom Academy (h) Rising Star Academy (i) Union City Alternate Design Academy and (j) Union City High School to provide degree credit course instruction to their students pursuant of the terms of the agreements.

RESOLUTION:

NOW, THEREFORE BE IT RESOLVED that the Board of Trustees accept the recommendations of the President and Administration, and authorize the President to execute separate agreements with the following school districts as outlined above in **Item IX. Academic and Student Affairs Recommendation 1: New and On-going Partnerships with Hudson County High Schools for the Delivery of Credit Course Instruction for Academic Year 2011-2012 (September 1, 2011 – August 31, 2012)**: (a) Hoboken Charter High School (b) Hoboken High School (c) Hudson County Schools of Technology - County Prep and High Tech (d) Jersey City Public Schools - Dickinson, Snyder, Ferris, Liberty, and Lincoln High Schools (e) Kearny High School (f) Memorial High School (g) Miftaahul Uloom Academy (h) Rising Star Academy (i) Union City Alternative Design Academy and (j) Union City High School to provide degree credit course instruction to their students pursuant of the terms of the agreements.

INTRODUCED BY: Katia Stack

SECONDED BY: Adrienne Sires

DATE: June 14, 2011

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

8 Ayes..... 0 Nay

*****RESOLUTION ADOPTED****

Jennifer Oakley 6-14-11
Signature of Recorder Date

HUDSON COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES MEETING
June 14, 2011

IX. ACADEMIC AND STUDENT AFFAIRS

2. New Degree Program: Associate in Science – Health Services (Joint Admission)

REPORT/BACKGROUND

HCCC proposes the implementation of a new degree program, AS Health Services, designed to prepare students for easy transfer into baccalaureate programs in science, health care or community health education. Many students annually who seek entry into nursing and allied health majors, decide somewhere along the continuum of their education that they do not wish to pursue a clinical career or direct patient care services. In addition, a good number of students do not decide on a major, although they may have some undefined preferences for careers that are related to the health care industry. This program will help these students forge their decisions in a thoughtful and deliberative fashion and best fit them for baccalaureate programs in the health professions.

The program is composed of 32 credits of general education and 30 credits of specialization courses that include first aid, substance abuse, health and wellness, community health and medical law and ethics. In addition to developing articulation agreements with selected baccalaureate degree institutions, the AS Health Services will be offered as a joint admissions program with New Jersey City University (NJCU). This will allow students to benefit from advisement and other support while enrolled at HCCC and, upon graduation, move into NJCU's BS - Community Health Education program with full junior status.

The health care industry is one of the few enterprises for which steady employment for allied health, nursing, health business and management positions are projected to continue to grow. Many of these health related positions are not directly involved in patient care but serve as supportive services for the health care enterprise. With the near prospect of wholesale health care reform, there is every reasonable expectation that there will be expanded needs for allied health, nursing and health related business and managerial positions. For example, the U.S. Department of Labor, Bureau of Labor Statistics projects a 43,000 growth in the need for Medical and Health Services Managers and Educators from the base year of 2006 of 262,000 workers to 305,000 in 2016; similar growth is projected for other health related workers such as health care interpreters and translators or occupational health and safety technicians. Similarly, the New Jersey Department of Labor has shown growth in occupations for the past few years in home health services, hospital employment and ambulatory care services for Bergen Hudson and Passaic counties.

The AS Health Services Program was developed with input from an external consultant, curriculum alignment with NJCU, endorsed by HCCC's Academic Affairs Committee, presented to the NJCC Academic Officers Association, and circulated to all NJ higher education institutions for review.

RECOMMENDATION:

The President and Administration recommend that the Board of Trustees approve the implementation of the AS Health Services and authorize the President to execute a joint admissions agreement with New Jersey City University effective AY 2011-2012.

3. New Degree Program: Associate in Arts – Liberal Arts: Human Services Option

REPORT/BACKGROUND

In June 2009, recruitment for HCCC's Associate in Applied Science - Human Services Program was suspended temporarily due to a pattern of steadily declining enrollments and a Cyclical Program Review Report that concluded the program was no longer a viable track for our graduates because of changes in

career entry level requirements in the social/human services field. However, with the Bureau of Labor statistics indicating the need for this program and growing employability demand in the county and the metropolitan area, external consultants were brought in to review the curriculum and propose a 'Best Practice Model of Excellence' for revamping the program. Based on input from internal/external focus groups, including outstanding community leaders in the social services field, it was determined that a transfer (Associate of Arts) program would afford students a better opportunity to gain background knowledge in general education, selected specialized courses and field experiences in preparation for completing a baccalaureate program at senior institutions. The proposed AA Liberal Arts - Human Services Option is composed of 47 credits of general education and 18 credits of specialized courses drawn from social sciences, primarily sociology and psychology, with courses in human services to prepare students for transfer and for work with clientele to cope with and/or prevent social and personal problems.

An Advisory Committee has been formed from the community leaders and organizations who actively participated in the Program design and from whom Service Learning placements may be obtained. A full-time faculty is expected to be hired to develop/implement the new program and an aggressive marketing and recruitment campaign employed. Enrollment in the new program is expected to reach 100 within one year given the current enrollment of 25 students, others in the Liberal Arts general who have indicated interest and continuing inquiries about the program.

RECOMMENDATION:

The President and Administration recommend that the Board of Trustees approve the implementation of the revamped AA Liberal Arts – Human Services Option effective AY 2011- 2012.

4. New Degree Program: Associate in Arts – Liberal Arts: English Option

REPORT/BACKGROUND

The proposed new Liberal Arts - English Option is intended for students who want to broaden and deepen their understanding of literature, develop their own writing skills for professional, scholarly purposes and personal growth, and to prepare them, upon successful completion, to transfer into English or related baccalaureate programs in English, Writing, Creative Writing, Communications, Literature, Media Studies, or Journalism as well as any other majors in which writing skills and an appreciation of literature are highly valued. The English Option would add a selection of writing and literature classes to a Liberal Arts student's General Education curriculum.

Career opportunities in which writing is a key component are ubiquitous and rapidly expanding. Additionally, it is reasonable to assume that with the creation and growth of an English Option, an ancillary effect will be the opportunity for the College to offer a more robust selection of literature and writing courses (existent but dormant partly because they no longer satisfy the new general education criteria established by the NJCCC). A number of these courses which currently might not meet minimum enrollment requirements (as well as new courses whose development might be spurred by the creation of this new major) will see an increase in their enrollments through a reclassification as "Program/Major Electives."

RECOMMENDATION:

The President and Administration recommend that the Board of Trustees approve the implementation of the AS – Liberal Arts: English Option effective AY 2011-2012.

5. New (30 credit) Academic Certificate and (15 credit) Proficiency Certificate in Digital Art and Design

REPORT/BACKGROUND

HCCC proposes the implementation of two career-ladder Certificates in Digital Art and Design that will permit completers to use the skills learned to advance their career prospects or to apply the credits earned towards the AFA Studio Arts - Computer Arts Option.

Until six years ago, HCCC was almost alone among NJ community colleges in not providing fine arts programming for our students. With Perkins and Independence Bank funding, two studios were constructed, a full spectrum of courses developed and faculty hired for implementation of an Associate of Fine Arts (AFA) in Studio Arts in Fall 2004. With the installation of a fully equipped Mac laboratory, the College added an AFA Computer Arts Option in Fall 2009. Currently, there are 55 Computer Arts majors; and all but one of the eight course sections offered in Fall 2010 reached maximum or near-maximum enrollments. The initial success of our Fine Arts programming indicates demand for study in these disciplines which is consistent with the NJ Dept. of Labor forecast for a 7.2% increase in New Jersey jobs for multi-media artists and animators in this decade, and a 14% increase nation-wide. The U.S. Bureau of Labor Statistics indicates an approximate 12% demand for artists in general over the next decade, with special focus on design and digital media.

- The 30-credit Certificate in Digital Media Art and Design will prepare students for continued study and professional work in various areas of computer-based art and design including digital photography, graphic design, web design, digital video and animation. Students completing the Certificate will be able to apply the credits earned towards the AFA Studio Arts - Computer Arts Option or use the skills learned to advance their career prospects.*
- The 15-credit Proficiency Certificate in Digital Art and Design, while offering college courses identical to those offered in the AFA program, is focused on career prospects and enhancement. It is likely to draw prospective students who have already earned a degree; therefore, high completion rates are anticipated. Students completing the Certificate will be able to apply the credits earned towards the 30-credit Certificate or the AFA Studio Arts - Computer Art Option.*

RECOMMENDATION:

The President and Administration recommend that the Board of Trustees approve the implementation of (1) the 30-credit Academic Certificate in Digital Arts and Design; and (2) the 15-credit Proficiency Certificate in Digital Arts and Design, effective AY 2011-2012.

RESOLUTION:

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees accept the recommendations of the President, the Administration, and the Academic and Student Affairs Committee as outlined above in **Item IX. Academic and Student Affairs Recommendations 2-5:** (1) AS – Health Services and authorize the President to execute a joint admissions agreement with New Jersey City University; (2) revamped AA Liberal Arts – Human Services Option; (3) AA Liberal Arts – English Option; (4) 30-credit Academic Certificate in Digital Arts and Design; and (5) 15-credit Proficiency Certificate in Digital Arts and Design, effective AY 2011-2012.

INTRODUCED BY: Katia Stack

SECONDED BY: Karen Fahrenholz

DATE: June 14, 2011

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

8 Ayes..... 0 Nay

*****RESOLUTION ADOPTED****

Jennifer Oakley
Signature of Recorder

6-14-11
Date

**HUDSON COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES MEETING
June 14, 2011**

X. NEW BUSINESS

1. RESOLUTION AUTHORIZING AMENDMENT NUMBER ONE TO MANAGEMENT AGREEMENT BETWEEN HUDSON COUNTY COMMUNITY COLLEGE, AND COMPASS GROUP USA D/B/A/ FLIK INTERNATIONAL CORP. ("FLIK")

WHEREAS, FLIK is authorized to manage the facilities of Hudson County Community College's Culinary Conference Center pursuant to a Management Agreement between the parties dated March 1, 2011; and

WHEREAS, it is necessary to enter into a first amendment to the said Management Agreement as a result of an agreement negotiated by FLIK on behalf of HCCC with Triage Entertainment Inc, Next Iron Chef, Producer, which allows the Producer to use additional facilities outside of the Culinary Conference Center.

NOW, THEREFORE, BE IT RESOLVED that the Amendment Number One to Management Agreement between Hudson County Community College and Compass Group USA d/b/a/ FLIK International Corp. ("Amendment Number One") is hereby approved, ratified and authorized.

BE IT FURTHER RESOLVED that the execution of the agreement by Dr. Gabert of the Hudson County Community College to the Amendment Number One of the Management Agreement is hereby ratified and confirmed.

INTRODUCED BY: James Fife

SECONDED BY: Katia Stack

DATE: June 14, 2011

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

8 Ayes..... 0 Nay

*****RESOLUTION ADOPTED****

Jennifer Oakley
Signature of Recorder

6-14-11
Date

**HUDSON COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES MEETING
June 14, 2011**

X. NEW BUSINESS

2. RESOLUTION AUTHORIZING RENTAL ROOM LOCATION AGREEMENTS BETWEEN HUDSON COUNTY COMMUNITY COLLEGE, COMPASS GROUP USA D/B/A/ FLIK INTERNATIONAL CORP. ("FLIK") AND TRIAGE ENTERTAINMENT INC.

WHEREAS, FLIK has negotiated an Agreement with Triage Entertainment Inc., Next Iron Chef ("Producer"), allowing Producer to use the Hudson County Community College Culinary Conference Center and related HCCC facilities for the purposes of photographing, recording, and filming events on the premises in connection with promotion of the television project currently titled "Untitled Cooking Competition Series"; and

WHEREAS, it is necessary for Hudson County Community College to become a party to these Agreements to ensure that its interests are sufficiently acknowledged and protected.

NOW, THEREFORE, BE IT RESOLVED that the Rental Room Location Agreements between Hudson County Community College, Compass Group USA d/b/a/ FLIK International Corp., and Triage Entertainment Inc Next Iron Chef are hereby approved, ratified and authorized.

BE IT FURTHER RESOLVED that the signature of Dr. Glen Gabert for the Hudson County Community College to the Agreement is hereby ratified and confirmed.

INTRODUCED BY: Katia Stack

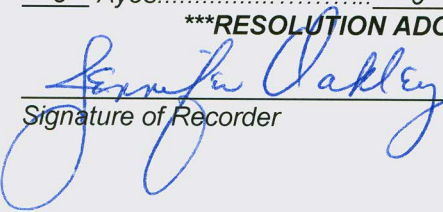
SECONDED BY: Karen Fahrenholz

DATE: June 14, 2011

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

8 Ayes..... 0 Nay

*****RESOLUTION ADOPTED****


Signature of Recorder

6-14-11
Date

**HUDSON COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES MEETING
June 14, 2011**

XI. ADJOURNMENT

THAT, the meeting be adjourned at 5:40 P.M.

INTRODUCED BY: Bakari Lee


SECONDED BY: Adrienne Sires

DATE: June 14, 2011

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

8 Ayes..... 0 Nay

*****RESOLUTION ADOPTED****


Signature of Recorder

6-14-11
Date