

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
August 11, 2015

AGENDA

- I. CALL TO ORDER - FLAG SALUTE** Mr. Netchert
- II. ROLL CALL AND RECOGNITION OF VISITORS**
- Trustees:**
- Kevin G. Callahan
Karen A. Fahrenholz, Secretary/Treasurer
James Fife, Trustee Emeritus
Glen Gabert - President
Roberta Kenny
Joanne Kosakowski
Bakari Gerard Lee, Vice Chair
William J. Netchert, Chair
Jeanette Peña
Adrienne Sires
Harold Stahl
- 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
August 11, 2015**

CALL TO ORDER

I. FLAG SALUTE

II. ROLL CALL AND RECOGNITION OF VISITORS

Trustees:

Kevin Callahan	<u>PRESENT</u>
Karen A. Fahrenholz	<u>PRESENT</u>
James Fife, Trustee Emeritus, ex officio	<u>ABSENT</u>
Glen Gabert - President, ex officio	<u>PRESENT</u>
Roberta Kenny	<u>ABSENT</u>
Joanne Kosakowski	<u>PRESENT</u>
Bakari Lee	<u>PRESENT</u>
William J. Netchert	<u>PRESENT</u>
Jeanette Peña	<u>ABSENT</u>
Adrienne Sires	<u>ABSENT</u>
Harold G. Stahl	<u>PRESENT</u>

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

**HUDSON COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES MEETING
August 11, 2015**

III. COMMENTS FROM THE PUBLIC

Elena Lavarreda, Policy Analyst for SEIV 32BJ

**HUDSON COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES MEETING
August 11, 2015**

IV. CLOSED SESSION

NONE

**HUDSON COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES MEETING
August 11, 2015**

V. AWARDS, RECOGNITIONS AND SPECIAL REPORTS

***Dr. Paula Pando – Cultural Affairs Committee Report
Richard Mackiewicz, Jr. HCCC Foundation Director***

**HUDSON COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES MEETING
August 11, 2015**

VI. REGULAR MONTHLY REPORTS AND RECOMMENDATIONS

1. MINUTES OF PREVIOUS MEETINGS

The Minutes of the Regular Meeting of June 9, 2015 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 June 9, 2015.

2. GIFTS, GRANTS, AND CONTRACTS REPORT - None

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

INTRODUCED BY: Bakari Lee

SECONDED BY: Karen Fahrenholz

DATE: August 11, 2015

Callahan, Kevin	<u>AYE</u>
Fahrenholz, Karen	<u>AYE</u>
Kenny, Roberta	<u>ABSENT</u>
Kosakowski, Joanne	<u>AYE</u>
Lee, Bakari	<u>AYE</u>
Peña, Jeanette	<u>ABSENT</u>
Sires, Adrienne	<u>ABSENT</u>
Stahl, Harold	<u>AYE</u>
Netchert, William, Chair	<u>AYE</u>

6 Ayes..... 0 Nay

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

Senifu Akley
Signature of Recorder

8-11-15
Date

**ATTACHMENT A
ITEM VI**

**Board of Trustees Meeting
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 9, 2015**

MINUTES

PRESENT: Kevin Callahan, Karen Fahrenholz, Glen Gabert, (ex officio. , Roberta Kenny, Joanne Kosakowski, Bakari Lee, William Netchert, Adrienne Sires, and Harold Stahl

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

ABSENT: James Fife, Trustee Emeritus, (ex officio), and Jeanette Peña.

HCCC Staff and Visitors present were: Thomas Brodowski, Ana Chapman, Salvador Cuellar, Alison Friars, Eric Friedman, Dorothea Graham-King, Ara Karakashian, Patrick J. Moore, Jenny Nesenjuk, Ismael MI Randazzo, Qamar Raza, Pam Scully, Cathie Seidman, Christopher Wahl, Christiane Warren, LiLisa Williams, Marcella Williams, and Veronica Zeichner

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

II. ROLL CALL AND RECOGNITION OF VISITORS

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

III. COMMENTS FROM THE PUBLIC

- Cathie Perselay Seidman, Professor, Criminal Justice and President, Professional Association, stated that she and some of the faculty had concerns about administrator and lecturer positions being added to the new organization table, which was on the agenda. President Gabert said although the Professional Association and Administration did not agree on everything, he appreciated the concerns raised.
- President Gabert said the College has received an NJBIA (New Jersey Business and Industry Award. for the new Library building. It is the third NJBIA received by the College. HCCC is the only Hudson County entity and institution of higher education in New Jersey to receive an award this year.
- Chairman Netchert asked if there was any progress on the grant for the pedestrian/student traffic and safety on street study for the area outside the Library Building. Tom Brodowski, Vice President of Administrative Services, reported that the College has put together some preliminary plans and has contacted the City Planning Office's Traffic Division to schedule a meeting.

IV. CLOSED SESSION – None

V. AWARDS, RECOGNITIONS AND SPECIAL REPORTS

VI. REGULAR MONTHLY REPORTS AND RECOMMENDATIONS

1. Minutes of the Regular meeting of June 9, 2015.
2. Gifts, Grants and Contract Reports

The College has made the following grant & contract proposals:

TITLE: College Readiness Now II Express Bridge Program

AGENCY: NJ Council of County Colleges

PURPOSE OF GRANT: This grant is awarded as a collaboration between the NJ Council of County Colleges and the Office of the NJ Secretary of Higher Education in an effort to identify feeder high schools to run express bridge courses to get juniors and seniors in high school up to college level before they enter a college setting.

COLLEGE ADMINISTRATOR: Ryan Martin

COLLEGE CONTRIBUTION: 50% match = \$13,600

AWARD AMOUNT: \$ 27,199

TITLE: Setting the Stage: Providing Pathways to Hispanic Student Degree Completion

AGENCY: US Department of Education – Title V

PURPOSE OF GRANT: This grant proposal was submitted as a collaboration between Middlesex County College and Hudson County Community College to primarily create and provide support for a Homeland Security Program at both colleges.

COLLEGE ADMINISTRATOR: Ryan Martin

COLLEGE CONTRIBUTION: 0

AWARD AMOUNT: \$ 725,000

TITLE: NJ Health Professions Pathway (HPOG II.

AGENCY: US Department of Health and Human Services

PURPOSE OF GRANT: This grant proposal was submitted to provide services and support for TANF and other low-income populations in allied health programs at the college.

COLLEGE ADMINISTRATORS: Ryan Martin / Tammy Hunter

COLLEGE CONTRIBUTION: 0

AWARD AMOUNT: \$1,000,000

Introduced by: Bakari Lee

Seconded by: Adrienne Sires

7 Ayes.....1 Abstention.....0 Nays

Resolution Adopted

VII. FISCAL, ADMINISTRATIVE, LEASE, AND CAPITAL RECOMMENDATIONS

1. Award of Media Services for Transit Advertisement FY 16;
2. Award of Media Services (News 12. for Cable Advertisements FY 16;
3. Award of Media Services (Cablevision. for Cable Advertisements FY 16;
4. Award of Media Services (Comcast. for Cable Advertisements FY 16;
5. **TABLED** - Resolution Authorizing a Contract for Public Relations Consultant FY 16;

6. Resolution Authorizing Consultant for Real Estate Appraisals FY 16;
7. Replacement of Computers for 71 Sip Avenue Basement;
8. College-wide Disaster Recovery Services;
9. Purchase of Internet Services FY 16;
10. Renewal of College's Campus-Wide Software License Agreement FY 16;
11. Amendment to May 19, 2015 Resolution #11;
12. Award of Vendor for the Purchase of Furniture for the Nursing Program;
13. Award of Vendor for the Purchase of Furniture for the Testing Department in the Library/Academic Building;
14. Award of Vendor for the Purchase of Furniture for the Student Lounge at 161 Newkirk Street, Culinary Building;
15. Award of Vendor for the Purchase of Furniture for the Counseling & Advisement Department at the 2nd floor, 70 Sip;
16. Award of Vendor to Install Foundation & Steel for STEM building at 282 Academy Street;
17. Award of a Construction Manager for College STEM Building, Pedestrian Traffic Study and Exterior Renovation at 70 Sip Avenue Façade;
18. Amendment to the May 19, 2015 #14 Resolution Award to MBA Design for Specialty Display Wall
19. Four Year Lease Agreement for Campus-Wide Sharp

Introduced by: Bakari Lee

Seconded by: Kevin Callahan

8 Ayes.....0 Nays

Resolution Adopted

VIII.

PERSONNEL RECOMMENDATIONS

1. Authorization of the Full-Time Staffing Authorization Table for Fiscal Year 2016

Titles to be modified:

- From: Dean of Instruction/Arts and Science
- To: Dean of Instruction/Arts

- From: Pension and Benefits Accountant
- To: Accountant

- From: Telecommunications and Systems Manager
- To: Data/Telecommunications Manager

- From: Data Communications Manager
- To: Help Desk Manager

- From: Associate Dean Allied Health
- To: Associate Dean Nursing and Health Sciences

- From: Vice President North Hudson Center/Student Services
- To: Vice President of the North Hudson Campus/Student Services

- From: Executive Director of the North Hudson Higher Education Center
- To: Executive Director of the North Hudson Campus

- From: Administrative Assistant, Controller's Office
- To: Administrative Assistant/Administrative Services

Titles to be deleted:

- Director of Facilities
- Assistant Purchasing Manager
- Customer Service Coordinator
- Assistant Vice President of Student Services
- Director of Enrollment and Student Services (North Hudson Center)
- Assistant Dean of Academic Affairs (North Hudson Center)

Titles to be added:

- Social Media Coordinator
- Executive Director of Engineering and Operations
- Facilities Worker
- Facilities Worker/Custodial Supervisor
- Manager Custodial Services
- Safety and Security Associates (2 positions)
- Junior Systems Administrator
- Web Portal Administrator
- Coordinator of Academic Assessment
- Project Coordinator/Administrative Services
- Director of Cultural Affairs
- Assistant Director of CBI

Titles to be added (continued):

- Library Clerical Assistant
- Lecturers (5)
- Assistant Dean of Students
- Administrative Assistant
- Student Development Associate
- Dean of Instruction/Science

2. Salary Adjustments for Full-Time Regular Confidential Employees
3. Resignation
4. Appointment of Staff
5. Temporary Full Time Assignments
6. Appointment of Additional New & Continuing Part-Time Hires.

Introduced by: Joanne Kosakowski

Seconded by: Karen Fahrenholz

8 Ayes.....0 Nays

Resolution Adopted

IX. ACADEMIC AND STUDENT AFFAIRS - None

X. NEW BUSINESS

1. Policy on Children on Campus and Policy on Smoking on Campus

Introduced by: Karen Fahrenholz

Seconded by: Bakari Lee

8 Ayes.....0 Nays

Resolution Adopted

2. Policy on Community Access and Use of the Libraries

Introduced by: Kevin Callahan

Seconded by: Karen Fahrenholz

8 Ayes.....0 Nays

Resolution Adopted

XI. ADJOURNMENT 5:30 P.M.

Introduced by: Bakari Lee

Seconded by: Karen Fahrenholz

8..... Ayes.....0 Nays

Resolution Adopted

**HUDSON COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES MEETING
August 11, 2015**

VII. FISCAL, ADMINISTRATIVE, LEASE, AND CAPITAL RECOMMENDATIONS

1. Purchase of Equipment for Center for Online Learning

REPORT/BACKGROUND:

The Grants Office in conjunction with Information Technology Services (ITS), and the Executive Director for Online Learning have identified a need to purchase equipment (ipads/carts) to enable the implementation of the Online Learning Program.

The Title V "Building a 21st Century Community College" Grant YR5 for Fiscal 2015 Account 601060 will be used to fund this purchase.

The College requested a proposal from Apple Computer Inc., a State Contract Vendor Number 70259 for a cost of \$34,229.90.

The Vice President of Administrative Services recommends this purchase.

RECOMMENDATIONS:

The President, the Administration, the Capital Projects Advisory Committee and the Finance Committee recommend that the Board of Trustees approve the purchase of the equipment from Apple Computer Inc. of Austin, TX, for a cost not to exceed \$34,229.90, funded from the Title V Grant.

2. Purchase of Content Management Software for Center for Online Learning

REPORT/BACKGROUND:

The Grants Office in conjunction with Information Technology Services (ITS), and the Executive Director for Online Learning have identified a need to purchase software to enable the implementation of the Online Learning Program.

The Title V "Building a 21st Century Community College" Grant YR5 for Fiscal 2015 Account 601060 will be used to fund this purchase.

The College requested a proposal from Blackboard, Inc. and the cost is \$34,926.90.

The Vice President of Administrative Services recommends this purchase.

RECOMMENDATIONS

The President, the Administration, the Capital Projects Advisory Committee and the Finance Committee recommend that the Board of Trustees approve the purchase of software from Blackboard Inc. of Washington, DC, at a total cost not to exceed \$34,926.00, funded from the Title V Grant.

3. Award of Vendor for the Follett Bookstore Interior Renovation, 162 Sip Avenue, J.C.

A bid request was advertised in the Jersey Journal on Monday, June 29 and Tuesday, June 30, 2015, and the Star Ledger on Tuesday, June 30 and Wednesday July 1, 2015.

Six (6) bid packages were dispersed and three (3) bids were received and opened on Tuesday, July 28, 2015.

The results were as follows:

<u>VENDOR</u>	<u>LOCATION</u>	<u>BID AMOUNT</u>
<i>Molba Construction</i>	<i>Little Ferry, NJ</i>	<i>\$ 483,494.00</i>
<i>* Emy Solutions, LLC.</i>	<i>Dayton, NJ</i>	<i>\$ 449,800.00</i>
<i>Hall Building Corp.</i>	<i>Farmingdale, NJ</i>	<i>\$ 568,000.00</i>

** Emy Solutions was the lowest bid but was disqualified as non-responsive.*

The Vice President of Administrative Services recommends this award.

RECOMMENDATION:

The President, the Administration, the Capital Projects Advisory Committee and the Finance Committee recommend that the Board of Trustees approve Molba Construction of Little Ferry, New Jersey (Pending Legal Review) as the vendor for the Follett Bookstore Interior Renovation, 162 Sip Avenue, at a cost of \$483,494.00 and funded from Chapter 12 funding.

4. Award of Vendor to Rebuild Networking Infrastructure for O.I.T. New Location

REPORT/BACKGROUND:

The Office of Information Technology has to rebuild the networking infrastructure of F214 and F218 to their new locations G102 and L612. In order to accomplish this task, the O.I.T. department has solicited a quote from Johnston Communications, a State Contract Vendor (Number M7000/73979), for a grand total of \$70,851.80.

The Vice President of Administrative Services and the Chief Information Officer recommend this award.

RECOMMENDATION:

The President, the Administration, the Capital Projects Advisory Committee and the Finance Committee recommend that the Board of Trustees approve the computer lab relocation (network infrastructure) that will be provided by Johnston Communications, a N.J. State Contract Vendor (Number M7000/73979), at a cost not to exceed \$70,851.80 to be funded from Chapter 12 funds.

5. Resolution Authorizing the Award of Care Bed System & Tables for the Nursing Program

WHEREAS, the College has a need to purchase specialized equipment for the Nursing Program; and

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

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

WHEREAS, the anticipated term is fiscal year 2016; and

WHEREAS, Hill-Rom Company of Batesville, Indiana is the sole source vendor to provide these services, at a total cost not to exceed \$39,749.96; and

WHEREAS, the Vice President of Administrative Services recommends this award; and

WHEREAS, Hill-Rom Company has completed and submitted Business Entity Disclosure Certifications which certifies that Hill-Rom Company 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 Hill-Rom Company Services from making any reportable contributions through the term of the contract; and

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

NOW THEREFORE, BE IT RESOLVED the Board of Trustees of Hudson County Community College authorizes the Purchasing Agent to approve Hill-Rom Company as a pay-to-play certified vendor as described herein at a cost not to exceed \$39,749.96; and

BE IT FURTHER RESOLVED that the Business Disclosure Entity 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.

6. Resolution Authorizing the Award of a Surveillance Camera System Vendor for the Nursing Program

REPORT/BACKGROUND:

The College has a need to purchase a surveillance camera system for 870 Bergen Avenue for the Nursing Program. The recommended vendor is Johnston Communications of Kearny, New Jersey, a State Contract Vendor Number M7000/7399, at a total cost of \$26,602.84.

The Vice President of Administrative Services recommends this award.

RECOMMENDATION:

The President, the Administration, the Capital Projects Advisory Committee and the Finance Committee recommend that the Board of Trustees approve the purchase of a surveillance camera system for the Nursing Program from Johnston Communications of Kearny, N.J., for a cost not to exceed \$26,602.84, to be funded from Chapter 12 funds.

7. Resolution Authorizing the Award of Installation of Energy Efficiency Retrofit Measure Units for Follett Bookstore

WHEREAS, the College has a need to purchase energy efficiency retrofit units for the Follett Department during the year; and

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

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

WHEREAS, the anticipated term is fiscal year 2016; and

WHEREAS, Lime Energy Services of Carol Stream, Illinois is the sole source vendor to provide these services, at a total cost not to exceed \$30,000.00; and

WHEREAS, the Vice President of Administrative Services recommends this award; and

WHEREAS, Lime Energy Services has completed and submitted Business Entity Disclosure Certifications which certifies that Lime Energy Services 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 Lime Energy Services from making any reportable contributions through the term of the contract; and

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

NOW THEREFORE, BE IT RESOLVED the Board of Trustees of Hudson County Community College authorizes the Purchasing Agent to approve Lime Energy Services as a pay-to-play certified vendor as described herein at a cost not to exceed \$30,000.00; and

BE IT FURTHER RESOLVED that the Business Disclosure Entity 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.

8. Resolution Authorizing the Award of a Seafood Vendor for the Culinary Arts Department

WHEREAS, the College has a need to purchase various seafood products for the Culinary Arts department during the year; and

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

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

WHEREAS, the anticipated term is fiscal year 2016; and

WHEREAS, Blue Ribbon Fish Co. Inc. of Bronx, New York is the proposed vendor to provide these services, at a total cost not to exceed \$50,000.00; and

WHEREAS, the Vice President of Administrative Services recommends this award; and

WHEREAS, Blue Ribbon Fish Co. Inc. completed and submitted Business Entity Disclosure Certifications which certifies that Blue Ribbon Fish Co. 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 Blue Ribbon Fish Co. Inc. from making any reportable contributions through the term of the contract; and

WHEREAS, the cost of the 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 Purchasing Agent to approve Blue Ribbon Fish Co. Inc. as a pay-to-play certified vendor as described herein; and

BE IT FURTHER RESOLVED that the Business Disclosure Entity 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.

9. Resolution Authorizing the Award of a Linen Supply Vendor for the Culinary Arts Department

WHEREAS, the College has a need to purchase various linen products for the Culinary Arts Department during the year; and

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

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

WHEREAS, the anticipated term is fiscal year 2015; and

WHEREAS, Allen Linen Supply of Paterson, is the proposed vendor to provide these services, at a total cost not to exceed \$20,000.00; and

WHEREAS, the Vice President of Administrative Services recommends this award; and

WHEREAS, Allen Linen Supply has completed and submitted Business Entity Disclosure Certifications which certifies that Allen Linen Supply 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 Allen Linen Supply from making any reportable contributions through the term of the contracts; 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 Purchasing Agent to approve Allen Linen Supply as a pay-to-play certified vendor as described herein, at a cost not to exceed \$20,000.00; and

BE IT FURTHER RESOLVED that the Business Disclosure Entity 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. Resolution Authorizing the Award of a Dairy/Food Vendor for Culinary Arts Department

WHEREAS, the College has a need to purchase various dairy products for the Culinary Arts Department during the year; and

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

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

WHEREAS, the anticipated term is fiscal year 2016; and

WHEREAS, Dairyland USA corporation of Bronx, New York is the proposed vendor to provide these products, at a total cost not to exceed \$75,000.00; and

WHEREAS, the Vice President of Administrative Services recommends this award; and

WHEREAS, Dairyland USA Corporation has completed and submitted Business Entity Disclosure Certifications which certifies that Dairyland USA Corporation 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 Dairyland USA Corporation from making any reportable contributions through the term of the contracts; 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 Purchasing Agent to approve Dairyland USA Corporation as a pay-to-play certified vendor as described herein, at a cost not to exceed \$75,000.00; and

BE IT FURTHER RESOLVED that the Business Disclosure Entity 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 Authorizing the Award of a Food Cleaning Supplies & Small Implements Vendor for Culinary Arts Department

WHEREAS, the College has a need to purchase food cleaning supplies and small implements products for the Culinary Arts Department during the year; and

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

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

WHEREAS, the anticipated term is fiscal year 2016; and

WHEREAS, Sysco Food Service of Jersey City is the proposed vendor to provide these supplies at a cost not to exceed \$60,000.00; and

WHEREAS, the Vice President of Administrative Services recommends this award; and

WHEREAS, Sysco Food Service of Jersey City, N.J., has completed and submitted Business Entity Disclosure Certifications which certifies that Sysco Food Service 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 Sysco Food Service 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 the Board of Trustees of Hudson County Community College authorizes the Purchasing Agent to approve Sysco Food Service as a pay-to-play certified vendor as described herein, at a cost not to exceed \$60,000.00; and

BE IT FURTHER RESOLVED that the Business Disclosure Entity 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 Specialty Food Vendor for Culinary Arts Department

WHEREAS, the College has a need to purchase various specialty foods during the year; and

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

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

WHEREAS, the anticipated term is fiscal year 2016; and

WHEREAS, Baldor Specialty Foods, Inc. of Bronx, New York, is the proposed vendor to provide these supplies at a cost not to exceed \$75,000.00; and

WHEREAS, the Vice President of Administrative Services recommends this award; and

WHEREAS, Baldor Specialty Foods, Inc. of Bronx, New York has completed and submitted Business Entity Disclosure Certifications which certifies that Baldor Specialty Foods, 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 Baldor Specialty Foods, 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 the Board of Trustees of Hudson County Community College authorizes the Purchasing Agent to approve Baldor Specialty Foods, Inc. as a pay-to-play certified vendor as described herein, at a cost not to exceed \$75,000.00; and

BE IT FURTHER RESOLVED that the Business Disclosure Entity 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. Purchase of Liability & Casualty Insurance for FY 16

REPORT/BACKGROUND:

There is a need to renew liability and casualty insurance. The broker for the insurance pool is the Borden Perlman Salisbury & Kelly Agency. The proposal for FY 16 is an annual premium cost of \$395,308 per year. The Borden Perlman Salisbury & Kelly Agency provides this insurance through a pool of ten (10) community colleges which contributes to a favorable premium rate and high limits of coverage. The College has reviewed the policies included in this program and determines that the pool affords the College access to appropriate coverage levels at a favorable rate. There is a premium savings of \$ 8,056 over last fiscal year.

The annual premium coverage is noted below:

Commercial Package Policy - Philadelphia Insurance (Commercial Property, Boiler & Machinery, General Liability, Crime, Auto, Excess)	\$294,240
Excess Liability - Philadelphia Insurance Companies (School Leaders Errors & Omissions Liability)	\$ 12,617
Special Excess Liability	\$ 21,270
Data Security Liability - ACE Group of Companies	\$ 15,357
School Lenders Errors & Omissions	\$ 42,700
Pollution Liability	<u>\$ 9,124</u>

Total: \$395,308

The Vice President for Administrative Services recommends this purchase.

RECOMMENDATION:

The President, the Administration and the Finance Committee recommend that the Board of Trustees approve Borden Perlman Salisbury & Kelly brokers of Lawrenceville, N.J., to provide liability and casualty insurance primarily through Philadelphia Insurance Companies for FY 2016, at a premium of \$395,308. The costs will be funded through the operating budget. This award of insurance coverage is exempted under the pay-to-play regulations.

14. Tuition & Fee Policy FY 2016

REPORT/BACKGROUND:

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

In fiscal year 2016, student enrollments are expected to remain level with credit headcount enrollments of approximately 9,400. The College anticipates that the County appropriations will increase 2 percent.

It is necessary to set the tuition policy at this time in order that the rates be in place for early registration for the Fall 2015 semester.

Tuition:

It is proposed that tuition be raised by \$6.00 per credit hour to \$122.00 and is consistent with the 2015-2016 College Operating Budget approved by the Board of Trustees on May 19, 2015. This represents a 5% increase. The State defines a full-time student as one taking 12 credit hours. For a full-time student, this increase would represent an additional \$72.00 per semester. It is projected that, with this increase, HCCC tuition will remain within the average tuition of New Jersey County Colleges.

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

The Vice President of Administration Services recommends this Tuition & Fee Policy.

RECOMMENDATION:

The President, the Administration and the Finance Committee with the consent of the Academic and Student Affairs Committee recommend that the Board of Trustees approve the tuition and rate schedule as enumerated on attached Tuition and Fees Schedule for FY 2016.

15. Agreement Between HCCC and Kearny Board of Education for Use of Kearny High School Classrooms for Evening Classes During Academic Year 2015-2016

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 2014-2015, approximately 266 students attended classes at the KHS facility. The rental cost for the year will be \$4,000.00 per semester (i.e., \$30.00 per classroom - up to five (5) classrooms per night) for a total of \$8,000.00.

The Vice President of Administrative Services recommends this agreement.

RECOMMENDATION:

The President, the Administration and the Finance Committee of the Board of Trustees recommend that the Board of Trustees approve the agreement with 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.

16. Agreement Between HCCC and Bayonne Board of Education for Use of Bayonne High School Classrooms for Evening Classes During Academic Year 2015-2016

REPORT/BACKGROUND:

For twenty (20) years, HCCC has utilized classrooms at Bayonne High School for evening classes on Tuesdays and Thursdays during the Fall and Spring semesters. Up until academic year 2008 there was no rental fee. Bayonne Board of Education permitted HCCC to use the facility free of cost. Four (4) years ago the Board of Education determined it was necessary to charge rental for use of the facilities.

For academic year 2014-2015, approximately 225 students attended classes at the Bayonne H.S. facility. The rental cost for the year will be \$4,744.00 per semester (i.e., five to eight classrooms per night) for a total of \$9,488.00.

Bayonne Board of Education has agreed there will be no increase in room rental for the upcoming Academic Year 2015-2016.

The Vice President of Administrative Services recommends this agreement.

RECOMMENDATION:

The President, the Administration and Finance Committee of the Board of Trustees recommend that the Board of Trustees approve the agreement with 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 \$9,488.00.

17. Parking Agreement with Journal Square Parking Garage, LLC. for FY 2016

REPORT/BACKGROUND:

The College has a need to enter into an agreement between Hudson County Community College and Journal Square Parking Garage. Currently the proposed agreement is for twenty (20) parking spaces in the Parking Garage located at 871 Bergen Ave., Jersey City.

The College proposes this agreement for a period to commence effective the day of September 1, 2015 to June 30, 2016, at a cost not to exceed \$25,000.00.

The Vice President of Administrative Services recommends this agreement.

RECOMMENDATION:

The President, the Administration, and the Finance Committee recommend that the Board of Trustees approve the agreement with the Journal Square Parking Garage and Hudson County Community College for a total sum not to exceed \$25,000.00 and to be funded from the operating budget.

18. Resolution Authorizing the Award of a Contract for Public Relations Consultant for FY 2016

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 2016 fiscal year and that the scope of its engagement 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, 2015 through June 30, 2016; 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 \$7,500 per month (\$90,000 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.

19. Purchase of Point of Sale System (POS - cash register/tablets/IT Support, etc) for the Library Café Coffee Bar and Conference Center

REPORT/BACKGROUND:

Whereas the College is expanding its Conference Center Services to other campus building, the POS system is required for the Coffee Bar located in the Library Building and the Conference Center.

Whereas it has been determined that this phase of the POS system will cost approximately \$26,890 for the POS System.

Whereas Micros Retail System, Inc. of Weehawken, New Jersey, a sole source vendor, submitted a quote for the POS system.

The Vice President of Administrative Services recommends this purchase.

RECOMMENDATION:

The President, the Administration and the Finance Committee recommend that the Board of Trustees approve the purchase of a Point of Sale System (POS) from Micros Retail Systems of Weehawken, N.J., for a total cost of \$26,890 and will be funded from the operating budget.

20. Award of Auditing Services for FY 2015

REPORT/BACKGROUND:

The College is required to conduct an annual audit of the Financial Statements, a Statement of Credit Hours generated, and an audit of Federal Awards in accordance with OMB Circular A-133. The audit must be conducted by a Certified Public Accountant in accordance with A.I.C.P.A. Standards and Regulations by the State of New Jersey.

The President and the Finance Committee recommend this award.

RECOMMENDATION:

The President, the Administration and the Finance Committee recommend that the Board of Trustees approve Donohue, Gironda, Doria & Tomkins, L.L.C. of Bayonne, N.J. to perform the audits for the year ended June 30, 2015, for a total sum not to exceed \$ 69,500, to be funded from the operating budget (Note: this firm was chosen via the New Jersey State Statutes 18A:64A-25.5 Professional Services).

21. Resolution Authorizing the Award of a Contract for a Cultural Affairs Consultant for FY 2016

WHEREAS, *there is a need to renew the consultant services to assist the College with special projects pertaining to Cultural Affairs; 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, *it has been determined that Clifford Brooks of Kearny will continue to provide these services for \$5,000 per month plus pre-approved documented expenses; and the anticipated term of this contract is six (6) months beginning on July 1, 2015 through December 30, 2015, and*

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

WHEREAS, *the Vice President of Administrative Services recommends this award;*

NOW, THEREFORE, BE IT RESOLVED *that the Board of Trustees of Hudson County Community College authorizes the Purchasing Agent to renew the agreement with Clifford Brooks of Kearny, N.J. , 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.

22. Award of a Landscaping Vendor to Redo/Refurbish the Park at the Culinary Arts Center

WHEREAS, the College has a need to refurbish the landscaping of the park at the Culinary Arts Center Building at 161 Newkirk Avenue and a number of other landscape projects campus-wide; and

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

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

WHEREAS, the chosen vendor to this landscaping is Landscape Techniques, Inc. of Nutley, New Jersey at a cost of \$53,097.00 (Note: this firm was chosen via the New Jersey State Statutes 18A:64A-25.5 Professional Services); and

WHEREAS, Landscape Techniques, Inc. has completed and submitted Business Entity Disclosure Certifications which certifies that Landscape Techniques 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 Landscape Techniques from making any reportable contributions through the term of the contract; and

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

WHEREAS, the Vice President of Administrative Services recommends this award; and

NOW, THEREFORE, BE IT RESOLVED the Board of Trustees of Hudson County Community College authorizes the Purchasing Agent to approve Landscape Techniques of Nutley, 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.

23. New and On-going Partnerships with Hudson County High Schools for the Delivery of Credit Course Instruction for Academic Year 2015 - 2016 under the (LEAP) Learning Enables All Possibilities Program

REPORT/BACKGROUND:

Hudson County Community College (HCCC) proposes agreements with school districts/charter/private schools in Hudson County for 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 eighteen (18) credits per year and will receive college credit upon successful completion. They will have access to HCCC's academic advising program, tutoring services, library resources and computer laboratories. In order to participate, in the Learning Enables All Possibilities (LEAP) Program, the students must successfully complete the College Placement Test (CPT); and must have the approval of their parents/guardians and guidance counselors.

The tuition for the LEAP program will be determined on an annual basis by agreement with the individual school districts/charter/private and based on the type of course(s), instructor(s), and location. For academic year 2015 – 2016 (Fall/Spring/Summer I/Summer II) for the majority of course offerings, a tuition rate of \$61.00 per credit will be applied for classes taught by HCCC faculty on the HCCC or high school campus. Differentiated tuition per credit will be applied for courses taught on the high school campus by the high school faculty during the day (\$30.50) or jointly taught by high school/HCCC faculty (\$41.48) or where HCCC provides some equipment/supplies (\$61.00). The College will waive all general fees with the exception of selected laboratory fees. HCCC will not bill students directly for tuition, unless the school district identifies the students as self-paying students. Any required transportation or textbook will be provided by the high school or student.

A. Harrison Board of Education (HHS)

For the 2014-2015 year, over 40 Harrison High School students took a total of 6 credits. Harrison High School will continue their partnership for the third year and will be selecting seniors who are college ready to take Psychology and College Composition I at Harrison High School. Our partnership has recently expanded to include a three year culinary program in which students will earn 9 credits towards a Culinary Arts Degree. The program will start in the sophomore year and include three cohorts. The courses in sequential order are Introduction to Hospitality, Food and Sanitation, Table Service, and Kitchen skills and College Student Success. The partnership also includes the first time STEM Program with the STEM Academy at Harrison High School. The STEM students will enroll in College Composition I & II, Calculus I, Engineering Physics, and Psychology during their Junior and Senior Year.

B. Hudson County Schools of Technology - County Prep and High Tech

During the 2014 – 2015 academic students ranging from eleventh through twelfth grades were enrolled in college-level courses taken on the high school campus. For the upcoming 2015 – 2016 academic year, students are expected to enroll in up to three courses to be offered after the school day at the high school site. The school would like to offer this opportunity starting the sophomore year. Career Technical Education courses in the field of Culinary, Environmental Science, Biology, and Theater will be discussed for the Spring 2016 semester and dialogue has begun between both campuses regarding offering full Associate degrees to HCST students.

C. Jersey City Public Schools (JCPS)

For the past five years, HCCC and JCPS have partnered to offer college level courses in Criminal Justice, and Culinary Arts to high school students from Dickinson, Snyder, Ferris, Liberty, Infinity, McNair, and Lincoln High Schools.

Academic Year 2015-2016, up to 25 students will enroll in College Survival Skills and two Culinary Arts (Food Sanitation and Culinary Principles and Pantry and Breakfast Cookery). For 2015-2016, the classes will be taught by HCCC faculty on the HCCC campus for 12 Fridays in both Fall and Spring Semesters. Students will earn six (6) college credits upon successful completion of the program. Additionally, students who successfully complete the Sanitation course will receive a ServSafe Certificate from The National Restaurant Association. JCPS will pay HCCC up to \$52,000.00 for the program, which includes tuition and fees, supplies, textbooks, uniforms, and other related program expenses.

For the Police and Fire Program, up to 25 students are expected to enroll in two 3-credit Criminal Justice courses (Intro to Criminal Justice and Intro to Criminal Law) on the HCCC campus. The differentiated tuition rate of \$61.00 per credit, per student will be applied. JCPS will pay HCCC up to \$9,150.00 for the program, which includes tuition.

Since Summer I 2014, JCBOE has been able to offer Introduction to Psychology and Principles of Sociology for juniors from the Public High Schools in their district. For the upcoming academic year, JCBOE would

like to extend the general education course requirements to English Composition I and College Algebra to all the Public High Schools located in Jersey City.

D. Kearny Board of Education (KHS)

The College has offered evening courses for members of the community at KHS for over 10 years and allowed Kearny High School seniors to enroll in day courses on the HCCC campus. For the upcoming 2015 – 2016 academic year, 36 students are expected to enroll in Principles of Sociology, Speech, Intro to Music, Intro to Theatre, and Intro to Computers and Computing, to be offered on the HCCC campus during the school day. In addition, juniors and seniors enroll in evening courses at the offsite Kearny High School location.

E. Marist High School (MHS)

In academic year 2014-2015, HCCC and Marist High School established a partnership which allowed their seniors to enroll in College Composition I for the Fall Semester and Literature I in the Spring Semester located at the high school for dual enrollment. Marist and HCCC will continue to offer the same courses for the 2015-2016 academic year.

F. METS Charter School (METS)

A new partnership was established in 2014-2015 academic year for students of the STEM charter school located in Jersey City. The school allows their students to enroll in a combination of onsite courses to allow for dual-enrollment during the 2015-2016 academic year. Students will be allowed to enroll in three to four courses for the upcoming academic year. LEAP courses are either year or semester long, taught by their METS/HCCC approved instructor.

G. Miftaahul Uloom Academy (MUA)

This Islamic school located in Union City participates in Project LEAP as a way to supplement its curriculum and enhance its students' overall academic experience. During AY 2014 – 2015, approximately twenty (20) students enrolled in up to 6 college-level credits at the HCCC campus. This will be the ninth consecutive year MUA is permitting students to enroll in 30 credits and unlimited non-credit offerings determined by the College Placement Test (CPT) and advisement from HCCC and MUA staff. For this upcoming year, MUA will include their sophomores in the enrollment process.

H. North Bergen Board of Education (NBHS)

HCCC and North Bergen High School will continue to partner for the 2015 - 2016 academic year in providing students courses. Courses will include College Algebra, College Composition I, and Intro to Psychology, and Criminal Justice. NBHS will offer sophomores the opportunity to apply to LEAP program.

I. Rising Star Academy (RSA)

Rising Star Academy is an Islamic school located in Union City and selected approximately 30 students to take 6 college credits for the 2014-2015 academic year on the HCCC campus. Students will take two courses for the 2015-2016 school year on the HCCC campus. RSA will include sophomore in enrollment process.

J. Union City Board of Education (UCHS)

HCCC and Union City Board of Education have partnered for many years to offer college level courses for their high school students. For the upcoming academic year, credit classes will be offered to students from Union City High School (UCHS) onsite at the high school. During the 2014-2015, in an inaugural Culinary Program occurred when 15 students enrolled in 3 courses for Culinary.

Academic Year 2015-2016, up to 19 students will enroll in College Survival Skills and two Culinary Arts (Food Sanitation and Principles and Pantry and Breakfast Cookery) 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 six (6) college credits upon successful completion of the program. Additionally, students who successfully complete the Sanitation course will receive a ServSafe Certificate from The National Restaurant Association. UCHS will pay HCCC up to \$43,820.00 for the program, which includes tuition and fees, supplies, textbooks, uniforms, and other related program expenses.

For this upcoming year, UC Board of Education will continue the culinary program as well as start the first childcare program. Also, Perkins funded students will enroll in 11 credits which will allow them sit for the Childcare Development Associate (CDA) license upon high school graduation. Up to 22 students will enroll in the CDA program. UCHS will pay \$14,762 in tuition for up to 22 students. UC Board of Education will continue to allow their students to earn general education courses in Psychology, English, Speech, and College Algebra located onsite at their high school.

K. Weehawken Board of Education (WHS)

Weehawken High School has shown an interest in creating a partnership with HCCC to allow their students to enroll in college level courses. This high school will select courses for their students based on College Placement Test results.

L. West New York Board of Education (MHS)

Continuing our partnership for the third year, students at Memorial High School will be enrolling in Acting, Pre-calculus, and College Composition I to be offered on-site at the high school. Placement is determined by the College Placement Test (CPT) or SAT requirements. MHS will discuss their Computers and Business partnership with HCCC that will begin Fall 2015. This includes a total of four (3) credit courses that run consecutively from the freshman through the senior year.

OUTCOME:

By planning and working together through collaboration, HCCC and the school districts/charter/private can provide opportunities for their 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, the Administration, the Academic Affairs Committee and the Finance Committee recommend that the Board of Trustees authorizes the President to execute separate agreements with the following school districts:

- (a) Harrison Board of Education
- (b) Hudson County Schools of Technology Board of Education - County Prep and High Tech
- (c) Jersey City Public Schools - Dickinson, Snyder, Ferris, Liberty, Infinity, McNair and Lincoln High Schools
- (d) Kearny Board of Education
- (e) Marist High School
- (f) METS Charter School
- (g) Miftaahul Uloom Academy
- (h) North Bergen Board of Education
- (i) Rising Star Academy
- (j) Union City High School
- (k) Weehawken Board of Education
- (l) West New York Board of Education- Memorial High School

RESOLUTION:

NOW, THEREFORE BE IT RESOLVED that the Board of Trustees approve the recommendations of the President, the Administration, and the Finance Committee as outlined in Item VII. Fiscal, Administrative, Lease and Capital Recommendations 1 – 23 as Amended: 1) Purchase of Equipment for Center for Online Learning; 2) Purchase of Content Management Software for Center for Online Learning; 3) Award of a Vendor for the Follett Bookstore Interior Renovation at 162 Sip Avenue; 4) Rebuild Networking Infrastructure for O.I.T. Department New Location; 5) Resolution Authorizing the Award of Care Bed System & Tables for CarePoint; 6) Resolution Authorizing the Award of a Surveillance Camera System Vendor for CarePoint; 7) Resolution Authorizing the Award of Installation of Energy Efficiency Retrofit Measure Units for Follett Bookstore; 8) Resolution Authorizing the Award of a Seafood Vendor for the Culinary Arts Department; 9) Resolution Authorizing the Award of a Linen Supply Vendor for the Culinary Arts Department; 10) Resolution Authorizing the Award of a Dairy/Food Vendor for Culinary Arts Department; 11) Resolution Authorizing the Award of a Food Cleaning Supplies & Small Implements Vendor for Culinary Arts Department; 12) Resolution Authorizing the Award of a Specialty Food Vendor for Culinary Arts Department; 13) Purchase of Liability & Casualty Insurance for FY 16; 14) Tuition & Fee Policy for FY 2016; 15) Agreement Between HCCC and Kearny Board of Education for Use of Kearny High School Classrooms for Evening Classes During Academic Year 2015 - 2016; 16) Agreement Between HCCC and Bayonne Board of Education for Use of Bayonne High School Classrooms for Evening Classes During Academic Year 2015-2016; 17) Parking Agreement with Journal Square Parking Garage, LLC for FY 2016; 18) Resolution Authorizing the Award of a Contract for Public Relations Consultant for FY 2016; 19) Purchase of Point of Sale System (POS - cash register/tablets/IT Support, etc.) for the Library Café Coffee Bar and Conference Center; 20) Award of Auditing Services for FY 2015; 21) Resolution Authorizing the Award of a Contract for a Cultural Affairs Consultant for FY and 2016; 22) Award of a Landscaping Vendor to Redo/Refurbish the Park at the Culinary Arts Center; and 23) New and on-going Partnerships with Hudson County High Schools for the Delivery of Credit Course Instruction for Academic Year 2015 - 2016 under the (LEAP) Learning Enables All Possibilities Program

INTRODUCED BY: Bakari Lee

SECONDED BY: Harold Stahl

DATE: August 11, 2015

Callahan, Kevin	<u>AYE</u>
Fahrenholz, Karen	<u>AYE</u>
Kenny, Roberta	<u>ABSENT</u>
Kosakowski, Joanne	<u>AYE</u>
Lee, Bakari	<u>AYE</u>
Peña, Jeanette	<u>ABSENT</u>
Sires, Adrienne	<u>ABSENT</u>
Stahl, Harold	<u>AYE</u>
Netchert, William, Chair	<u>AYE</u>

6 Ayes..... 0 Nay

RESOLUTION ADOPTED

Ernesto Oakley
Signature of Recorder

8-11-15
Date

HUDSON COUNTY COMMUNITY COLLEGE

Tuition & Fees Schedule

2014-2015

2015-2016

TUITION:

Hudson County Resident	\$ 116.00 per credit
Out of County	225.00 per credit
Out of State/Foreign Student	348.00 per credit

FEES:

Registration Fee	\$ 20.00 per semester
General Service Fee	20.00 per credit
Student Activity Fee	4.75 per credit
Technology Fee	14.00 per credit
Late Registration	20.00 per occurrence
Culinary Fee	280.00 per course
Culinary Cutlery	240.00 per occurrence
Culinary Uniforms	130.00– 150.00 per year
Tuxedo/Front of the House Uniforms	110.00 per year

OTHER FEES:

Application for Admission	\$ 20.00 per occurrence
Application for Readmission	20.00 per occurrence
Foreign Student Processing	250.00 Deposit
Graduation Fee	50.00 per occurrence
Deferred Payment Plan	25.00 per occurrence
Returned Check Fee	25.00 per occurrence
Official Transcript Fee	5.00 per occurrence
Culinary Insurance Fee	14.00 per student
Lost Schedule Fee	2.00 per occurrence
Replacement of ID Card	2.00 per occurrence
Lab Fees	22.00 – 45.00 per course (vary according to class)

Add/Drop Fee 15.00 per occurrence

Work/Life Portfolio Assessment

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

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

TUITION:

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

FEES:

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

OTHER FEES:

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

Add/Drop Fee 15.00 per occurrence

Work/Life Portfolio Assessment

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

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

**HUDSON COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES MEETING
August 11, 2015**

VIII. PERSONNEL RECOMMENDATIONS

1. RESIGNATIONS

REPORTS/BACKGROUND

<u>Name</u>	<u>Title</u>	<u>Effective Date</u>
Vivian Lynn	Executive Director, Center for Online Learning	7/1/2015

<u>Name</u>	<u>Title</u>	<u>Effective Date</u>
Jose Olivares	Director of Admissions	7/1/2015

<u>Name</u>	<u>Title</u>	<u>Effective Date</u>
Shawn O'Neill	Associate Director of Financial Aid	7/9/2015

<u>Name</u>	<u>Title</u>	<u>Effective Date</u>
Subhana Asjad	Lab Technician, Biology/Chemistry	7/24/2015

<u>Name</u>	<u>Title</u>	<u>Effective Date</u>
Mavis Faulknor	Director, Practical Nursing Program	7/31/2015

RECOMMENDATION:

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

2. APPOINTMENT OF STAFF

REPORTS/BACKGROUND

<u>Name</u>	<u>Title</u>	<u>Effective Date</u>	<u>Annual Salary</u>
Geoffrey Sims	Assistant Controller	08/12/2015	\$85,000 (pro-rated)

Note: This is a replacement for Glenda Almeida.

<u>Name</u>	<u>Title</u>	<u>Effective Date</u>	<u>Annual Salary</u>
Rebecca Davis	Assistant Director, CASS	08/12/2015	\$48,000 (pro-rated)

Note: This is an approved position.

<u>Name</u>	<u>Title</u>	<u>Effective Date</u>	<u>Annual Salary</u>
Megan Kearney	Counselor, CASS	08/12/2015	\$38,000 (pro-rated)

Note: This is a replacement for Maria Robertson.

<u>Name</u>	<u>Title</u>	<u>Effective Date</u>	<u>Annual Salary</u>
Antonio Talamo	Counselor, CASS	08/12/2015	\$38,000 (pro-rated)

Note: This is a replacement for Rachel Wahba.

<u>Name</u>	<u>Title</u>	<u>Effective Date</u>	<u>Annual Salary</u>
Sirhan Abdullah	Instructor, Health Services and Sciences	08/12/2015	\$40,000 (pro-rated)

Note: This is an approved full time tenure track faculty position.

<u>Name</u>	<u>Title</u>	<u>Effective Date</u>	<u>Annual Salary</u>
Lauren Drew	Instructor, ESL	08/12/2015	\$40,000 (pro-rated)

Note: This is a replacement for Viviana Aronow. This is an approved full time tenure track faculty position.

<u>Name</u>	<u>Title</u>	<u>Effective Date</u>	<u>Annual Salary</u>
Thandi Wilson	Instructor, Speech & Humanities	08/12/2015	\$40,000 (pro-rated)

Note: This is a replacement for Julie Willis. This is an approved full time tenure track faculty position.

<u>Name</u>	<u>Title</u>	<u>Effective Date</u>	<u>Annual Salary</u>
Melody Marie Lopez	Instructor Environmental Studies	08/12/2015	\$40,000 (pro-rated)

Note: This is a replacement for Sivajini Gilchrist. This is an approved full time tenure track faculty position.

<u>Name</u>	<u>Title</u>	<u>Effective Date</u>	<u>Annual Salary</u>
Genny Sanchez	Accounts Receivable Clerk, Bursar's Office	08/12/2015	\$32,000 (pro-rated)

Note: This is an approved position.

<u>Name</u>	<u>Title</u>	<u>Effective Date</u>	<u>Annual Salary</u>
David Shenouda	Enrollment Support Assistant, Enrollment Services	08/12/2015	\$30,600 (pro-rated)

Note: This is a replacement for Jacqueline Castillo.

<u>Name</u>	<u>Title</u>	<u>Effective Date</u>	<u>Annual Salary</u>
Clara Angel	Secretary, Non Credit Programs	08/12/2015	\$30,000 (pro-rated)

Note: This is a replacement for Ariel Lopez.

<u>Name</u>	<u>Title</u>	<u>Effective Date</u>	<u>Annual Salary</u>
Zakia Hmamou	Secretary, Center for Online Learning	08/12/2015	\$30,000 (pro-rated)

Note: This is a replacement for Kadeedra Jennings.

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

3. TEMPORARY FULL-TIME ASSIGNMENT

REPORTS/BACKGROUND

<u>Name</u>	<u>Title</u>	<u>Effective Date</u>	<u>Annual Salary</u>
Faiza Fayyaz	Biology/Chemistry Lab Assistant	8/24/2015	\$30,000 (pro-rated)

Note: This is a replacement for Komal Patel.

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

4. TEMPORARY FULL-TIME FACULTY ASSIGNMENTS

REPORTS/BACKGROUND

<u>Name</u>	<u>Title</u>	<u>Effective Date</u>	<u>Annual Salary</u>
Richard Albanese	Instructor, Culinary Arts	08/15/2015 12/21/2015	\$20,000 (pro-rated)

Note: This is an approved non- tenure track temporary faculty position.

<u>Name</u>	<u>Title</u>	<u>Effective Date</u>	<u>Annual Salary</u>
Brian Lorio	Instructor, Speech/English	08/15/2015 12/21/2015	\$20,000 (pro-rated)

Note: This is an approved non- tenure track temporary faculty position.

<u>Name</u>	<u>Title</u>	<u>Effective Date</u>	<u>Annual Salary</u>
Elizabeth Garrett	Instructor, ESL	08/15/2015 12/21/2015	\$20,000 (pro-rated)

Note: This is an approved non- tenure track temporary faculty position.

<u>Name</u>	<u>Title</u>	<u>Effective Date</u>	<u>Annual Salary</u>
Julie Lonon	Instructor, English	08/15/2015 12/21/2015	\$20,000 (pro-rated)

Note: This is an approved non- tenure track temporary faculty position.

<u>Name</u>	<u>Title</u>	<u>Effective Date</u>	<u>Annual Salary</u>
Paula Jones	Instructor, Academic Foundations English	08/15/2015 12/21/2015	\$20,000 (pro-rated)

Note: This is an approved non- tenure track temporary faculty position.

<u>Name</u>	<u>Title</u>	<u>Effective Date</u>	<u>Annual Salary</u>
Thomas Roskop	Instructor, Academic Foundations Math	08/15/2015 12/21/2015	\$20,000 (pro-rated)

Note: This is an approved non- tenure track temporary faculty position

<u>Name</u>	<u>Title</u>	<u>Effective Date</u>	<u>Annual Salary</u>
Victor Moruzzi	Instructor, CBI	08/15/2015 12/21/2015	\$20,000 (pro-rated)

Note: This is an approved non- tenure track temporary faculty position

<u>Name</u>	<u>Title</u>	<u>Effective Date</u>	<u>Annual Salary</u>
Courtney Payne	Instructor, Culinary Instructor	08/15/2015 12/21/2015	\$20,000 (pro-rated)

Note: This is an approved non- tenure track temporary faculty position.

<u>Name</u>	<u>Title</u>	<u>Effective Date</u>	<u>Annual Salary</u>
Jacqueline Brody	Instructor, Academic Foundations English	08/15/2015 12/21/2015	\$20,000 (pro-rated)

Note: This is an approved non- tenure track temporary faculty position.

<u>Name</u>	<u>Title</u>	<u>Effective Date</u>	<u>Annual Salary</u>
Jedediah Palmer	Instructor, ESL	8/15/2015 12/21/2015	\$20,000 (pro-rated)

Note: This is an approved non- tenure track temporary faculty position.

<u>Name</u>	<u>Title</u>	<u>Effective Date</u>	<u>Annual Salary</u>
Michele Prezioso	Instructor, Academic Foundations English	08/15/2015 12/21/2015	\$20,000 (pro-rated)

Note: This is an approved non- tenure track temporary faculty position.

<u>Name</u>	<u>Title</u>	<u>Effective Date</u>	<u>Annual Salary</u>
Royal Ross	Instructor, Business	08/15/2015 12/21/2015	\$20,000 (pro-rated)

Note: This is an approved non- tenure track temporary faculty position.

<u>Name</u>	<u>Title</u>	<u>Effective Date</u>	<u>Annual Salary</u>
Nicole Rizzuto	Instructor, History	8/15/2015 12/21/2015	\$20,000 (pro-rated)

Note: This is an approved non- tenure track temporary faculty position.

RECOMMENDATION:

The President, the Administration and the Personnel Committee recommend that the Board of Trustees approve the Temporary Full-Time Faculty Assignments above as Personnel Recommendation Item No.4.

5. APPOINTMENT OF ADDITIONAL NEW & CONTINUING PART-TIME HIRES: AUGUST 12- DECEMBER 31, 2015.

Last Name	First Name	Department	Title	Position ID
Aburi	Esther	Advisement & Counseling	Advisor	ADVISOR-200510
Aviles	Lilian	BCH&M	Dishwasher	CULDDW-101030
Cruz	Feliz	BCH&M	Dishwasher	CULDDW-101030
Curiel	Tamara	BCH&M	Dishwasher	CULDDW-101030
Enix	Anthony	BCH&M	Dishwasher	CULDDW-101030
Herrador	Nicole	BCH&M	Office Assistant	OFFAST-103010
Martinez	Jessica	BCH&M	Office Assistant	OFFAST-103010
Nour	Samir	BCH&M	Office Assistant	OFFAST-103010
Rodriguez	Delia	BCH&M	Dishwasher	CULDDW-101030
Singh	Soamwattie	BCH&M	Dishwasher	CULDDW-101030
Tacsá	Yisle	BCH&M	Dishwasher	CULDDW-101030
Torres-Cotto	Mayra	BCH&M	Dishwasher	CULDDW-101030
Agana	Carmille	Center for Business & Industry	PT Instructor	PTINST-103005
Agana	Carmille	Center for Business & Industry	PT Instructor	PTINST-605003
Melleno	Christine	Center for Business & Industry	PT Instructor	PTINST-103005
Melleno	Christine	Center for Business & Industry	PT Instructor	PTINST-605003
Bauer	Emily	Community Education	PT Instructor	ESLC-102015
Cinclair	Jennifer	Community Education	PT Instructor	PTINST-102005
Davis	Dolores	Community Education	PT Instructor	PTINST-102005
Dressener	Phil	Community Education	PT Instructor	PTINST-102005

Ferreira	Estefany	Community Education	Office Assistant	OFFAST-102005
Gore	Christopher	Community Education	PT Instructor	ESLC-102015
Grewal	Eleanor	Community Education	PT Instructor	PTINST-102005
Hanna	Madonna	Community Education	PT Instructor	PTINST-102005
Jabubowski	William	Community Education	PT Instructor	PTINST-102005
Kaplan	Michelle	Community Education	PT Instructor	ESLC-102015
Krause	Helen	Community Education	PT Instructor	ESLC-102015
Line-Navas	Jennifer	Community Education	PT Instructor	PTINST-102005
Mauro	Carole	Community Education	PT Instructor	ESLC-102015
Melian	Maria Gabriela	Community Education	PT Instructor	PTINST-102005
Michail	Phoebe	Community Education	PT Coordinator	PTCORD-102005
Oden	Ruth	Community Education	PT Instructor	ESLC-102015
Quinoes	Rosemary	Community Education	PT Instructor	PTINST-102005
Rivera	Carmen	Community Education	PT Instructor	ESLC-102015
Singh	Soamwattie	Community Education	Dishwasher	CACEDW-102020
Smith	Melonie	Community Education	PT Instructor	ESLC-102015
Sosa	Alicia	Community Education	PT Instructor	ESLC-102015
Torres	Mayra	Community Education	Dishwasher	CACEDW-102020
Valcarecel	Alicia	Community Education	PT Instructor	ESLC-102015
Wahba	Bessa	Community Education	PT Instructor	ESLC-102015
Hernandez	Nancy	Controller's Office	PT Office Assistant	OFFAST-253015
Nunez	Priscilla	Controller's Office	PT Accounts Receivable Clerk	OFFAST-253015
Alpapara	Victoria	Disability Support Services	Notetaker/Reader	READER- VARIOUS
Reeves	Gabrielle	Disability Support Services	Notetaker/Reader	READER- VARIOUS
Rizzo	Danielle	Disability Support Services	Sign Language Interpreter	SIGNLAU- VARIOUS
Valvano	Katrina	Disability Support Services	Notetaker/Reader	READER- VARIOUS
Faruque	Mana	ITS	Lab Assistant	ISTLAB-253025

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. APPOINTMENT OF ADDITIONAL NEW HIRE ADJUNCTS SPRING 2015.

LAST NAME	FIRST NAME	DEPARTMENT
Brody	Jacqueline	ACFD-English
Gibson	Paul	Humanities
Hazelwood	Ashley	ACFD-English
Nakhla	Gihan	STEM
Simone	Zaire	Social Sciences
Skinner	Emily	Social Sciences
McFarlane	Janet	ACFD-Math
Mihal	Peter	Business, Culinary & Hospitality
Nooger	Brenda	Business, Culinary & Hospitality
Emeh	Dickson	Business, Culinary & Hospitality
Davis	Dolores	ACFD-English

RECOMMENDATION:

The President, the Administration and the Personnel Committee recommend that the Board of Trustees approve the Appointment of Additional New Hire Adjuncts Spring 2015 listed above as Personnel Recommendation Item No 6.

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 1-6:** (1) Resignation, (2) Appointment of Staff, (3) Appointment Temporary Full-Time Assignment, (4) Appointment of Temporary Full-Time Faculty Assignments (5) Appointment of Additional New Part-Time Hires, and (6) Appointment of Additional New Hire Adjunct Fall 2015.

INTRODUCED BY: Joanne Kosakowski

SECONDED BY: Karen Fahrenholz

DATE: August 11, 2015

Callahan, Kevin	<u>AYE</u>
Fahrenholz, Karen	<u>AYE</u>
Kenny, Roberta	<u>ABSENT</u>
Kosakowski, Joanne	<u>AYE</u>
Lee, Bakari	<u>AYE</u>
Peña, Jeanette	<u>ABSENT</u>
Sires, Adrienne	<u>ABSENT</u>
Stahl, Harold	<u>AYE</u>
Netchert, William, Chair	<u>AYE</u>

6 Ayes..... 0 Nay

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

Jennifer Oakley
Signature of Recorder

8-11-15
Date

**HUDSON COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES MEETING
August 11, 2015**

IX. ACADEMIC AND STUDENT AFFAIRS

None

**HUDSON COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES MEETING
August 11, 2015**

X. NEW BUSINESS

1. Acceptance of the Report from the Cultural Affairs Task Force

The president in consultation with the Board of Trustees established a Cultural Affairs Task Force to provide assistance in determining goals focused on these issues: the definition of the cultural affairs-related role of HCCC as a comprehensive community college; identification of partnerships that should be sustained by the College regarding cultural affairs; suggested structures and mechanisms that should be established and maintained by the College to assure that this role is met; policies and procedures that should be put in place to assure that the College's art collections are well managed and advance the core mission of the institution; and guidelines and suggestions for cultural programming and events that should be supported by the College.

Comprised of artists, presenting organizations, gallery owners, scholars, educators, involved community members, and members of the HCCC Board of Trustees, the Cultural Affairs Task Force officially began its work in February 2015, and concluded in June 2015. A final report was prepared, and formally presented to the College president and the Board of Trustees on August 11, 2015.

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees formally accepts the Cultural Affairs Task Force report, with gratitude to all of the members for their work.

INTRODUCED BY: Karen Fahrenholz

SECONDED BY: Kevin Callahan

DATE: August 11, 2015

Callahan, Kevin	<u>AYE</u>
Fahrenholz, Karen	<u>AYE</u>
Kenny, Roberta	<u>ABSENT</u>
Kosakowski, Joanne	<u>AYE</u>
Lee, Bakari	<u>AYE</u>
Peña, Jeanette	<u>ABSENT</u>
Sires, Adrienne	<u>ABSENT</u>
Stahl, Harold	<u>AYE</u>
Netchert, William, Chair	<u>AYE</u>

6 Ayes..... 0 Nay

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

Jennifer Callahan
Signature of Recorder

8-11-15
Date

**HUDSON COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES MEETING
August 11, 2015**

XI. ADJOURNMENT

THAT, the meeting be adjourned at 5:46 P.M.

INTRODUCED BY: Bakari Lee

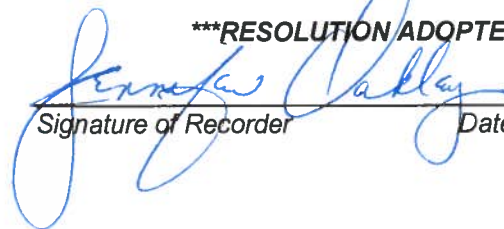
SECONDED BY: Karen Fahrenholz

DATE: August 11, 2015

Callahan, Kevin	<u>AYE</u>
Fahrenholz, Karen	<u>AYE</u>
Kenny, Roberta	<u>ABSENT</u>
Kosakowski, Joanne	<u>AYE</u>
Lee, Bakari	<u>AYE</u>
Peña, Jeanette	<u>ABSENT</u>
Sires, Adrienne	<u>ABSENT</u>
Stahl, Harold	<u>AYE</u>
Netchert, William, Chair	<u>AYE</u>

6 Ayes..... 0 Nay

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

 8-11-15
Signature of Recorder Date