

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

**Regular Meeting--Board of Trustees**  
**August 14, 2012**

**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, Vice Chair  
William J. Netchert, Chair  
Jeanette Peña  
Adrienne Sires  
Katia Stack, Secretary/Treasurer  
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  
August 14, 2012**

**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>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>PRESENT</u>
Adrienne Sires	<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 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 14, 2012**

**III. COMMENTS FROM THE PUBLIC**

**HUDSON COUNTY COMMUNITY COLLEGE  
BOARD OF TRUSTEES MEETING  
August 14, 2012**

**RESOLUTION**

**WHEREAS**, the members of the Board of Trustees deem it necessary to suspend the order of the agenda;

**NOW, THEREFORE, BE IT RESOLVED**, that the Board of Trustees agrees to suspend the order of the agenda.

**INTRODUCED BY:** Katia Stack

**SECONDED BY:** Bakari Lee

**DATE:** August 14, 2012

Fahrenheit, Karen	<u>AYE</u>
Fife, James	<u>ABSENT</u>
Kenny, Roberta	<u>ABSENT</u>
Kosakowski, Joanne	<u>AYE</u>
Lee, Bakari	<u>AYE</u>
Peña, Jeanette	<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

8-14-12  
Date



**HUDSON COUNTY COMMUNITY COLLEGE  
BOARD OF TRUSTEES MEETING  
August 14, 2012**

**IV. CLOSED SESSION**

**WHEREAS**, Section 8 of the Open Public Meetings Act, Chapter 23; P.L. 1975 permits the exclusion of the public from a meeting in certain circumstances; and

**WHEREAS**, this public body is of the opinion that such circumstances presently exist;

**NOW, THEREFORE, BE IT RESOLVED**, by the Board of Trustees of Hudson County Community College as follows:

1) the public shall be excluded from discussion of and action upon the hereinafter specified subject matter(s)

2) the general nature of such matter(s) to be discussed is as follows:

Legal Matters

3) it is anticipated at this time that the above stated subject matter(s) will be made public if final action is to be taken, or when the privilege of confidentiality no longer attaches;

4) this resolution shall take effect immediately.

**INTRODUCED BY:**

Bakari Lee

**MOTION TO RETURN TO  
OPEN SESSION – 7:10 P.M.  
INTRODUCED BY:** Katia Stack  
**SECONDED BY:** Bakari Lee

**SECONDED BY:**

Karen Fahrenholz

**DATE:**

August 14, 2012

Fahrenholz, Karen  
Fife, James  
Kenny, Roberta  
Kosakowski, Joanne  
Lee, Bakari  
Peña, Jeanette  
Sires, Adrienne  
Stack, Katia  
Zampella, Alfred  
Netchert, William, Chair

AYE  
ABSENT  
ABSENT  
AYE  
AYE  
AYE  
AYE  
AYE  
AYE  
AYE

8 Ayes..... 0 Nay

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

Enrique Oakley  
Signature of Recorder

8-14-2012  
Date

**HUDSON COUNTY COMMUNITY COLLEGE  
BOARD OF TRUSTEES MEETING  
August 14, 2012**

**V. AWARDS, RECOGNITIONS AND SPECIAL REPORTS**

*Dr. Paula Pando, Vice President for Student Affairs and her staff will report on significant changes in the financial aid program.*

*John Sommer, Vice President for Finance will provide a brief overview on the mission review process.*

**HUDSON COUNTY COMMUNITY COLLEGE  
BOARD OF TRUSTEES MEETING  
August 14, 2012**

**VI. REGULAR MONTHLY REPORTS AND RECOMMENDATIONS**

**1. MINUTES OF PREVIOUS MEETINGS – with amended voting record Page 17 – 7 ayes 1 abstention.**

The Minutes of the Regular Meeting of June 12, 2012 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 12, 2012.

**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:** Karen Fahrenholz

**SECONDED BY:** Katia Stack

**DATE:** August 14, 2012

Fahrenholz, Karen	<u>AYE</u>
Fife, James	<u>ABSENT</u>
Kenny, Roberta	<u>ABSENT</u>
Kosakowski, Joanne	<u>AYE</u>
Lee, Bakari	<u>AYE</u>
Peña, Jeanette	<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\*\*\***

Seamus P. Oakley  
Signature of Recorder

8-14-12  
Date

## **ATTACHMENT A**

### **ITEM VI. Regular Monthly Reports**

#### **ITEM VI**

**HUDSON COUNTY COMMUNITY COLLEGE  
Board of Trustees Meeting  
Mary T. Norton Room  
70 Sip Avenue, 4<sup>th</sup> Floor  
Jersey City, NJ**

**REGULAR MEETING --- BOARD OF TRUSTEES  
June 12, 2012**

**MINUTES**

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

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

*New Trustee Jeanette Peña was sworn in. She replaces the late Raymond Catlaw.*

**PRESENT:** *Karen Fahrenholz, Glen Gabert, (ex officio), Roberta Kenny, Bakari Lee, William Netchert, Jeanette Peña, Adrienne Sires, Katia Stack, and Alfred Zampella.*

**ABSENT:** *Joseph Cundari, Trustee Emeritus, (ex officio), James Fife, and Joanne Kosakowski*

*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: Dorothy Anderson, Gregory Burns, Cesar Castillo, Patrick Del Piano, Paul Dillon, Eric Friedman, Lloyd Kahn, Dorothea Graham King, Ted Lai, Sonia Medina, Frank Mercado, Randi Miller, Vilma Mory, Nick Micucci, Elizabeth Nesius, Jennifer Oakley, Ferdinand Orock, Paula Pando, Cathy Seidman, Maureen Sheridan, John Sommer, Ismael Randazzo, Qamar Raza, Chris Wahl, Horace Watson, Marcella Williams, and Vinny Zicoello, .*

**III. COMMENTS FROM THE PUBLIC**

*Dr. Lloyd Kahn, Professor of Life Science and President of the Professional Association (faculty) expressed the importance for the negotiation process to move along.*

**IV. CLOSED SESSION - None**



**V. AWARDS, RECOGNITIONS AND SPECIAL REPORTS**

1. *Professor Theodore Lai received recognition and a gift for his 15 years of service as advisor of the Beta Alpha Phi Chapter from Phi Theta Kappa's Center for Excellence.*
2. *Nicholas Micucci, Director, Conference Center (joined staff April 14, 2003) and Vilma Mory, Financial Aid Assistant (joined staff June 1, 1994) retiring June 30, 2012, were acknowledged and presented with a gift for their dedication and service to the College.*
3. *Frank Mercado, Vice President for College Operations introduced staff from the Safety and Security Department. He gave a presentation on the "HCCC Emergency Management Plan and Quick Reference Guide." Within the coming weeks, an announcement will be made with instructions on how to access the Plan on the College's portal.*
4. *Dr. Gabert reported on the following items.*
  - *The Board of School Estimate and the Freeholders have awarded the College \$700,000+ for capital repairs and \$8M for the College Library Project.*
  - *There is a possibility that a bond issue for higher education will be on the November ballot and that HCCC would benefit if it were passed.*
  - *HCCC's fall enrollments currently are up 7% over the same point in time a year ago.*
5. *Trustee Bakari Lee reminded trustees that NJCCC is having its annual meeting, June 18<sup>th</sup> at the Trenton Marriott.*

**VI. REGULAR MONTHLY REPORTS AND RECOMMENDATIONS**

1. *Minutes of the Regular Meeting of May 8, 2012.*
2. *Gifts, Grants and Contract Reports*

*The College has made the following grant & contract proposals:*

TITLE: Carl D. Perkins Career and Technical Education Act  
AGENCY: New Jersey Department of Education  
  
PURPOSE OF GRANT: Support Career and Technical Education  
COLLEGE ADMINISTRATOR: Ryan Martin  
AMOUNT: \$847,830  
COLLEGE CONTRIBUTION: 0  
DATES OF GRANT: 7/1/12 – 6/30/13

Introduced by: Katia Stack  
Seconded by: Bakari Lee  
7 Ayes.....1 Abstention .....0 Nays                      Resolution Adopted

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

1. Agreement between HCCC and Kearny Board of Education for Use of Kearny High School Classrooms for Evening Classes During Academic Year 2012 – 2013;
2. Agreement between HCCC and Bayonne Board of Education for Use of Bayonne High School Classrooms for Evening Classes During Academic Year 2012 – 2013;
3. Agreement between HCCC and Hoboken Board of Education for Use of Hoboken High School Classrooms for Evening Classes During Academic Year 2012 – 2013;
4. Purchase of Internet Services FY 13;
5. Renewal of College's Campus-Wide Software License Agreement for FY 13;
6. Award of Auditing Services for FY 2012;
7. Renewal of Annual Software Maintenance Agreement for FY 2013;
8. Resolution Authorizing the Award of a Integrated Library System (ILS) Vendor for Fiscal Year 2013;
9. Award of Media Services for Cable Television Advertisements FY 13 (FIOS);
10. Award of Media Services for Cable Television Advertisements FY 13 (Comcast Cable);
11. Award of Media Services for Cable Television Advertisements FY 13 (Cablevision);
12. Award of Media Services for Cable Television Advertisements FY 13 (News 12);
13. Resolution for Jones & Associates Communications Inc. for Fiscal Year 2013;
14. Resolution Authorizing the Award of a Contract for Public Relations Consultant to WAM Consulting for Fiscal Year 2013;
15. Renewal of Fiber Contract for Campus Buildings Connectivity;
16. Award of Consultant for Preparation of Revised College Mission Statement;
17. Renewal of Student Accident & Sickness Insurance Program FY 13;



18. Purchase of Liability & Casualty Insurance FY 13;
19. **Resolution #19 Pulled;**
20. Award of Consultant Services for Security & Emergency Planning;
21. Award of Consultant Services for Redevelopment of Health Information Technology Program;
22. Award of Media Services for Transit Advertisement FY 13;
23. Audio Visual Systems at Culinary Conference Center;
24. Culinary Arts Institute Specialty Foods Purchase;
25. CulinaryArts Institute Award of Food & Cleaning Supplies & Small Implements Vendor for the Culinary Arts Program; and
26. Award of a Food Vendor for the Culinary Arts Institute.

Introduced by: Katia Stack

Seconded by: Karen Fahrenholz

8 Ayes.....0 Nays

Resolution Adopted

#### VIII. PERSONNEL RECOMMENDATIONS

##### 1. APPOINTMENT OF STAFF

<u>Name</u>	<u>Title</u>	<u>Effective Date</u>	<u>Annual Salary</u>
Joseph Caniglia	Instructor, English Academic Foundations	08/15/2012	36,000 (pro-rated)
Shannonine Caruana	Instructor, ESL Academic Foundation	08/15/2012	36,000 (pro-rated)
Claudia Delgado	Instructor, Math Academic Foundation	08/15/2012	36,000 (pro-rated)
Ara Karakashian	Instructor, Hospitality Management	08/15/2012	39,125 (pro-rated)
Joseph Pascale	Head Tutor, ESL	06/13/2012	\$33,000 (pro-rated)
Toni Taylor	HHS Site Coordinator	06/13/2012	\$38,000 (pro-rated)

<u>Name</u>	<u>Title</u>	<u>Effective Date</u>	<u>Annual Salary</u>
Niala Seetahal	Supplemental Instruction Coordinator	06/13/2012	\$38,000 (pro-rated)
Jennifer Dudley	Dean of Non-Traditional programs	06/13/2012	\$95,000 (pro-rated)
Sabrina Magliulo	Director, Educational Opportunity Fund	06/13/2012	\$55,000 (pro-rated)
Chenelle Coleman	Admissions Recruiter	06/13/2012	\$32,000 (pro-rated)

**2. MODIFICATIONS OF STAFFING TABLE EFFECTIVE JUNE 13, 2012.**

**Title Change**

**FROM:** Customer Service Manager  
**TO:** Customer Service Coordinator (Receiving/Mailroom)

**FROM:** Director, Library/Learning Resources Center  
**TO:** Executive Director, Library/Learning Resources Center

**Add Title:**

Administrative Assistant, Office of College Life  
 Manager, Web & Portal Services

**3. TRANSFERS**

<u>Name</u>	<u>Department/Title</u>	<u>Effective Date</u>
Hope Stephenson	<b><u>FROM:</u></b> Administrative Assistant, Dean of Arts & Science	<b><u>Date</u></b> 06/13/2012
	<b><u>TO:</u></b> Administrative Assistant, Office of College Life	

**4. APPOINTMENT OF CONTINUING AND NEW PART-TIME HIRES FOR FY 13.**

<b>Last Name</b>	<b>First Name</b>	<b>Department</b>	<b>Title</b>
Ali	Hafsa	Academic Affairs	Evening/Weekend Administrator
Bakheet	Hussein	Academic Affairs	Evening/Weekend Administrator
Choudry	Abuibraheem	Academic Affairs	Evening/Weekend Administrator
James	Sheila	Academic Affairs	Evening/Weekend Administrator
Lumbsden	Dwayne	Academic Affairs	Evening/Weekend Administrator
Maignan	Jesse	Academic Affairs	Evening/Weekend Administrator
Testa	George	Academic Affairs	Evening/Weekend Administrator
Bhatti	Khurram	Admissions	Student Ambassador
Alcid	Leah	Advisement & Counseling	Advisor
Brabant	Nathan	Advisement & Counseling	Advisor
Caamano	Anita	Advisement & Counseling	Advisor
Casiano	John	Advisement & Counseling	Advisor
Crosby	Ashley	Advisement & Counseling	Advisor
Gomez	Andrea	Advisement & Counseling	Advisor
Gomez	Luis	Advisement & Counseling	Advisor
Livesay	Lewis	Advisement & Counseling	Advisor
Matamoras	Jonathan	Advisement & Counseling	Advisor
McLaughlin	Craig	Advisement & Counseling	Advisor
Pearson	Kristen	Advisement & Counseling	Advisor
Perry	Robert	Advisement & Counseling	Advisor
Procel	Sandra	Advisement & Counseling	Advisor
Rossilli	Denise	Advisement & Counseling	Advisor
Tomasko	Dana R	Advisement & Counseling	Advisor
Wendolowski	Jenna	Advisement & Counseling	Advisor
Thomas	Danielle	Advisement & Counseling	Assistant
Barte	Dinah L	Advisement & Counseling	Front Desk Assistant
Sipes	Raven	Advisement & Counseling	Front Desk Assistant
Delemos	Jacquelyn	Bursar's Office	Cashier
Guirantes	Brienne	CBI/Community Education	Office Assistant
Santos	Blanca	CBI/Community Education	Office Assistant
Adames	Joyce	CBI/Community Education	Instructor
Aguillera	Edberto C	CBI/Community Education	Instructor
Anton	Luis	CBI/Community Education	Instructor
Banzon	Amelia	CBI/Community Education	Instructor
Baxer	Paul	CBI/Community Education	Instructor



Carbonell	Rodolfo	CBI/Community Education	Instructor
Farooq	Tanveer	CBI/Community Education	Instructor
Fluks	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
Wilkinson	Meredith	CBI/Community Education	Instructor
Williamson-McKie	Taneya	CBI/Community Education	Instructor
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
Elkholy	Mariam	Center for Business & Industry	Office Assistant
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
Da Silva	Susan	Community Education	Culinary Non-Credit Instructor
Hamer	Robert	Community Education	Culinary Non-Credit Instructor
Ridel	Alain	Community Education	Culinary Non-Credit Instructor
Schults	Francine	Community Education	Culinary Non-Credit Instructor



Soto	Yvonne	Community Education	Culinary Non-Credit Instructor
Welmer-Elkas	Sandra	Community Education	Culinary Non-Credit Instructor
Whiteman	Stephen	Community Education	Culinary Non-Credit Instructor
Beltran	Evelyn	Community Education	ESL Non-Credit Instructor
Kamel	Helen	Community Education	ESL Non-Credit Instructor
Oliveros	Rosario	Community Education	ESL Non-Credit Instructor
Ramirez	Robert	Community Education	ESL Non-Credit Instructor
Zappy	Mark	Community Education	Homeland Security Instructor
Bolanos	Otoniel	Community Education	Instructor
Bolmer	Robert	Community Education	Instructor
Da Silva	Catherine	Community Education	Instructor
Delgado	Claudia	Community Education	Instructor
Elfante	Dom S	Community Education	Instructor
Kelley	Brian	Community Education	Instructor
McDonald	Sean R.	Community Education	Instructor
Roberts-Lehan	Lisa	Community Education	Instructor
Rossi	Alan	Community Education	Instructor
Sewilam	Maria	Community Education	Instructor
Washington	Wendy	Community Education	Instructor
White	Valerie	Community Education	Instructor/Non-Credit
Shpilbertz	Martina	Community Education	Non-Credit Instructor
Stevenson	Tanya	Community Education	Non-Credit Instructor
Domingo	Elaine	Community Education	NPT Instructor
Gilliam	Tanya	Community Education	NPT Instructor
Litchman	Martin	Community Education	NPT Instructor
Ivy	Karen	Community Education	NPT Instructor
Rahman	Sadaf	Community Education	Office Assistant
Rivera	Miriam	Community Education	Office Assistant
Sims	Najilaa	Community Education	Office Assistant
Nour	Samir	Community Education	Office Support
Kostick	Edward	Community Education	Principles of Life & Health Instructor
Morales	America	Community Education/ Culinary	Dishwasher
Robles	Rachel	Community Education/Non-Credit	Computer Instructor
Palma	Steven	Community Education/Non-Credit	Customer Service Assistant
Subia	Melissa	Community Education/Non-Credit	Customer Service Assistant
Texeira	Michael	Community Education/Non-Credit	Customer Service Assistant
Lacsamana	Corazon	Community Education/Non-Credit	Instructor
Bahr	Christopher	Community Education/Non-Credit	Instructor

Jacques	Stephanie	Community Education/Non-Credit	Instructor
Ritter	David	Community Education/Non-Credit	Instructor
Ankrah	Emmanuel	Community Education/Non-Credit	Instructor
Calafiore	Sergio	Community Education/Non-Credit	Instructor
Kay	Irina	Community Education/Non-Credit	Instructor
Low	Richard	Community Education/Non-Credit	Instructor
Phensri	Francis	Community Education/Non-Credit	Instructor
Rivera	Carmen	Community Education/Non-Credit	Instructor
Valcarcel	Alicia	Community Education/Non-Credit	Instructor
Wadhwani	Usha	Community Education/Non-Credit	Instructor
Stark	Marvin	Community Education/Non-Credit	Instructor Liberal Arts
Arena	Stephanie	Community Education/Non-Credit	NPT Instructor
Jenkins	Aniyah	Community Education/Non-Credit	Student Assistant
Sims	Raquel	Community Education/Non-Credit	Student Assistant
Cyrek	Witold	Computer Science	Lab Assistant
Lopez	Manuel	Controller's Office	Office Assistant
Candelaria	Miguel	Culinary Arts	Dishwasher
Cerda	Peter	Culinary Arts	Dishwasher
Kalifa	Nacera	Culinary Arts	Dishwasher
Nacera	Kalifa	Culinary Arts	Dishwasher
Ramirez	Dauri Abad	Culinary Arts	Dishwasher
Rosario	Eliot	Culinary Arts	Dishwasher
Velez	Apolinar	Culinary Arts	Dishwasher
Aviles	Lillian	Culinary Arts	Dishwasher
Chait	Jeffrey	Culinary Non-Credit	Instructor
Clode	Anthony	Culinary Non-Credit	Instructor
Daughtry-Simon	Sharon	Culinary Non-Credit	Instructor
Jefferson	Tonja	Culinary Non-Credit	Instructor
MacInnes	James	Culinary Non-Credit	Instructor
Maluchnik	Dennis	Culinary Non-Credit	Instructor
Mohammaed	Nazam	Culinary Non-Credit	Instructor
Netta	Michael	Culinary Non-Credit	Instructor
Piatkowski	Dennis	Culinary Non-Credit	Instructor
Rio	Rosa	Culinary Non-Credit	Instructor



Spivack	Charles	Culinary Non-Credit	Instructor
Stamas	Leonidas	Culinary Non-Credit	Instructor
Stark	Marvin	Culinary Non-Credit	Instructor
Hall	Norris	Culinary Arts	Non-Credit Instructor
B'Chir	Kidada	Culinary Arts	Office Assistant
Herrador	Nicole	Culinary Arts	Office Assistant
Clode	Anthony	Culinary Arts	Receiving Clerk
Pukdeedamrongrit	Auchit	Culinary Arts	Receiving Clerk
Orellana	Daniel	Culinary Arts	Student Ambassador
Avengo	Victor	Culinary Non-Credit	Dishwasher
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
Khouzman	Sami	Culinary/Non Credit	Instructor
Abon	Eusebio	Disability Support Services	Note taker/Reader
Alpapara	Victoria	Disability Support Services	Note taker/Reader
B'Chir	Kay	Disability Support Services	Note taker/Reader
Boodwah	Sandra	Disability Support Services	Note taker/Reader
Broadnax	Beverly Ann	Disability Support Services	Note taker/Reader
Cabezas	Javier	Disability Support Services	Note taker/Reader
Cuna	Angelica	Disability Support Services	Note taker/Reader
DaPonte	Marisa	Disability Support Services	Note taker/Reader
Dasilva	Jacqueline	Disability Support Services	Note taker/Reader
Davis Johnson	Nicole	Disability Support Services	Note taker/Reader
Dumencela	Angel Alfonse	Disability Support Services	Note taker/Reader
Ferri	John Paul	Disability Support Services	Note taker/Reader
Gonzalez	Daniel	Disability Support Services	Note taker/Reader
Jeffers	Alysa	Disability Support Services	Note taker/Reader
Lanier	Royal	Disability Support Services	Note taker/Reader
LaRusso	Faith	Disability Support Services	Note taker/Reader
Lindsey Jr.	Walter	Disability Support Services	Note taker/Reader
Medina	Swayzeen	Disability Support Services	Note taker/Reader
Nepomuceno	Bernadette	Disability Support Services	Note taker/Reader
Orellana	Ruth	Disability Support Services	Note taker/Reader
Reeves	Angelique	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



Bumett	Laura	Disability Support Services	Sign Language Interpreter
Capofari	Doreen	Disability Support Services	Sign Language Interpreter
Carbett	Julie	Disability Support Services	Sign Language Interpreter
Diaz	Mary Ann	Disability Support Services	Sign Language Interpreter
Farley	Dana	Disability Support Services	Sign Language Interpreter
Farrell	Karen	Disability Support Services	Sign Language Interpreter
Gedacht	Julie	Disability Support Services	Sign Language Interpreter
Jackowsky	Margaret R	Disability Support Services	Sign Language Interpreter
Peluso	Joanna	Disability Support Services	Sign Language Interpreter
Rosenberg	Audrey	Disability Support Services	Sign Language Interpreter
Trunzo-Mosleh	Christina	Disability Support Services	Sign Language Interpreter
Santamaria	Christel	Educational Opportunity Fund	Classroom Assistant
Moore	Michele	Educational Opportunity Fund	Instructor
Wadhwani	Usha	Educational Opportunity Fund	Instructor
Harb	Kristina	Educational Opportunity Fund	Office Assistant
Hayes	Jennifer	Educational Opportunity Fund	Office Assistant
Irizarry	Giselle	Educational Opportunity Fund	Office Assistant
Pelaez	Jamie	Educational Opportunity Fund	Office Assistant
Casmir	Samuel	Educational Opportunity Fund	Office Assistant
Motta	Lais	Educational Opportunity Fund	Office Assistant
Derteano	Gloria	Educational Opportunity Fund	Peer Counselor
Monroe	Antonio	Educational Opportunity Fund	Peer Counselor
Rabines	Ivelisse	Educational Opportunity Fund	Peer Counselor
Rodriguez	Adriana	Educational Opportunity Fund	Peer Counselor
Zambrano	Ashley	Educational Opportunity Fund	Peer Counselor
Kellner-Weeks	Jane	Enrollment Services	Enrollment Support Assistant
Sanchez	Gonzalo	Enrollment Services	Enrollment Support Assistant
Shenouda	David	Enrollment Services	Enrollment Support Assistant
Simmons	Myla	Enrollment Services	Enrollment Support Assistant
Aguilar	Abraham	Enrollment Services	Student Ambassador
Bullock	Katrina	Enrollment Services	Student Ambassador
Deterville	Anoushka	Enrollment Services	Student Ambassador
Elgawli	Fatima	Enrollment Services	Student Ambassador
Johnson	Wendy	Enrollment Services	Student Ambassador
Kandil	Hagar	Enrollment Services	Student Ambassador
Kong	Lingchan	Enrollment Services	Student Ambassador
Kouassi	Axel G	Enrollment Services	Student Ambassador
Mejias	Kiara	Enrollment Services	Student Ambassador
Moncion	Samantha	Enrollment Services	Student Ambassador
Parrales	Stanley	Enrollment Services	Student Ambassador
Perkins	Joanne	Enrollment Services	Student Ambassador



Tuzzo	Stephanie	Enrollment Services	Student Ambassador
Zaib	Sanah	Enrollment Services	Student Ambassador
Bobea	Jenny	ESL	Assistant ESL
Bouret	Angelina	ESL	Office Assistant
Valcarcel	Paola	ESL	Student Assistant
Borbon	Rochi C	ESL/Bilingual	Student Assistant
Arian	Gabriela	Financial Aid	Office Assistant
Cardo	Stephanie	Financial Aid	Office Assistant
Cortez	Maria Cielo	Financial Aid	Office Assistant
Leon	Aimee	Financial Aid	Office Assistant
Matos	Shaniqua	Financial Aid	Office Assistant
Mory	Marlene	Financial Aid	Office Assistant
Rosado	Claudia	Financial Aid	Office Assistant
Siddiqui	Samreen	Financial Aid	Office Assistant
Soriano	Sheila	Financial Aid	Office Assistant
Zehaf	Imane	Financial Aid	Office Assistant
Aguirre	Mauricio	Health, Science & Technology	Lab Assistant
Csiszer	Carlos	Health, Science & Technology	Lab Assistant
Tadjadine	Tahir	Health, Science & Technology	Lab Assistant
Velez	Julian	Health, Science & Technology	Lab Assistant
Tandacharry	Andray	Health, Science & Technology	Lab Assistant
Marte	Reina	Health, Science & Technology	Office Assistant
Williams	Sean	Health, Science & Technology	Office Assistant
Jones	Florine	Health, Science & Technology	Tutor
Ateeq	Mohammad	Humanities & Social Science	Student Assistant
Perez	Justin	Humanities & Social Science	Student Assistant
Almeda	Jordan	Information Technology Services	Instructional Lab Assistant
Bouabid	Walid	Information Technology Services	Instructional Lab Assistant
Cervantes	Sindy	Information Technology Services	Instructional Lab Assistant
Deschamps	Anthony	Information Technology Services	Instructional Lab Assistant
Edwards	Aycha	Information Technology Services	Instructional Lab Assistant
Elkholy	Mariam	Information Technology Services	Instructional Lab Assistant
Fernandez	Carlos	Information Technology Services	Instructional Lab Assistant
Garay	Kelly B.	Information Technology Services	Instructional Lab Assistant
Insuasti	Kevin	Information Technology Services	Instructional Lab Assistant
Lloor-Mora	Rocio	Information Technology Services	Instructional Lab Assistant

Lopez	Ariel	Information Technology Services	Instructional Lab Assistant
Martinez-Escobar	Arely	Information Technology Services	Instructional Lab Assistant
Moussir	Rabah	Information Technology Services	Instructional Lab Assistant
Naik	Dhaval	Information Technology Services	Instructional Lab Assistant
Patel	Ashish	Information Technology Services	Instructional Lab Assistant
Patel	Krupali B.	Information Technology Services	Instructional Lab Assistant
Patel	Vibhuti	Information Technology Services	Instructional Lab Assistant
Patel	Radhika	Information Technology Services	Instructional Lab Assistant
Sanghavi	Hardik B.	Information Technology Services	Instructional Lab Assistant
Sebastiani	Edwin	Information Technology Services	Instructional Lab Assistant
Uribe	Daniel	Information Technology Services	Instructional Lab Assistant
Zahidi	Mohamed	Information Technology Services	Instructional Lab Assistant
Zuniga	Guillermo	Information Technology Services	Instructional Lab Assistant
Allouch	Jaouad	Information Technology Services	Lab Assistant
Ayala	Alejandra	Information Technology Services	Lab Assistant
Blanco	Jorge	Information Technology Services	Lab Assistant
Chavez	Celia	Information Technology Services	Lab Assistant
Coronel	Yesenia M	Information Technology Services	Lab Assistant
Cruz	Rosa	Information Technology Services	Lab Assistant
Disotell	Samantha	Information Technology Services	Lab Assistant
Faruque	Muhammad	Information Technology Services	Lab Assistant
Hernandez	Maydelin C	Information Technology Services	Lab Assistant
Lopez	Victor	Information Technology Services	Lab Assistant
Mena	Franklin	Information Technology Services	Lab Assistant
Mesa	Negdo	Information Technology Services	Lab Assistant
Mostafa	Salma	Information Technology Services	Lab Assistant
Ramos	Omar	Information Technology Services	Lab Assistant



Vijande	Ashley	Information Technology Services	Lab Assistant
Zapata	Christopher H	Information Technology Services	Lab Assistant
Rodriguez	Victor	Information Technology Services	Lab Assistant
Ramos	Jonathan	Information Technology Services	Lab Assistant
Santos	Michael	Information Technology Services	Lab Assistant
Soto	Waleska	Information Technology Services	Lab Assistant
Tadros	David	Information Technology Services	Lab Assistant
Brooks	Clifford	Learning Resource Center	Librarian
Cox	James	Learning Resource Center	Librarian
Dodds	John	Learning Resource Center	Librarian
Gawchik	Martha	Learning Resource Center	Librarian
Korn	Sister Joanne	Learning Resource Center	Librarian
Muhi	Amorfina	Learning Resource Center	Librarian
Romero	Jose	Learning Resource Center	Librarian
Sova	Cathleen	Learning Resource Center	Librarian
Baltimore	Shenelle	Learning Resource Center	Library Clerical Assistant
Crawford	Malkia	Learning Resource Center	Library Clerical Assistant
Elgebily	Soher	Learning Resource Center	Library Clerical Assistant
Hernandez	Antonia	Learning Resource Center	Library Clerical Assistant
Lynch	Jessika	Learning Resource Center	Library Clerical Assistant
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
Rosado	Monica	Learning Resource Center	Library Clerical Assistant
Sahadeo	Krishna	Learning Resource Center	Library Clerical Assistant
Antolino	Lauren	Library/LRC	Librarian
Castelpietra	Janet	Library/LRC	Librarian
Odeh	Hussein	Library/LRC	Librarian
Patel	Kiran	Library/LRC	Librarian
Scherler	Kate	Library/LRC	Librarian
Wilson	Richetta	Library/LRC	Librarian
Abon	Eusebio Pablo	Library/LRC	Library Clerical Assistant
Bellody	Kate	Library/LRC	Library Clerical Assistant
Deleon	Susanna	Library/LRC	Library Clerical Assistant
Gonsalves	Devika	Library/LRC	Library Clerical Assistant
Lewis	Akim John	Library/LRC	Library Clerical Assistant

Rios	Emir	Library/LRC	Library Clerical Assistant
Salazar	Willy	Library/LRC	Library Clerical Assistant
Sanchez	Lotta	Library/LRC	Library Clerical Assistant
Tubungbanua	Angelita V	Library/LRC	Library Clerical Assistant
Wilkes	Veronica	Library/LRC	Library Clerical Assistant
Balakrishnan	Niranjan	Mail & Copy Room	Mail Room/Copy Center Assistant
Laborde	Marina	Mail & Copy Room	Mail Room/Copy Center Assistant
Mahadiva	Amalan Paul	Mail & Copy Room	Mail Room/Copy Center Assistant
Pitre	Nestor	Mail & Copy Room	Mail Room/Copy Center Assistant
Casas	Michael	Mail & Copy Room	Student Assistant
Parekh	Tejal	Non-Credit Programs	Student Assistant
Desenna	Marguerita	Non-credit/community Ed	Instructor
Kanter	Deborah	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
Baldera	Jatna	North Hudson Center	Office Assistant
Grullon	Celeste	North Hudson Center	Office Assistant
Hernandez	Adan	North Hudson Center	Office Assistant
Badru	Nisa	President's Office	Alumni Assistant
Bautista	Lizzette	Student Activities (J)	Leadership/Community Service Coordinator
Parker	Teroy	Student Activities (J)	Intramural Sports Assistant
Godoy	Johana	Student Activities (NH)	Student Activities Assistant
Rowland	Sherry-Ann	Student Activities (NH)	Student Activities Assistant
Gurvica	Kristine	Student Affairs	Office Assistant
Marte-Canarte	Suany	Student Affairs	Clerical Assistant
Mercado	Steven	Testing Center	Testing Aide
Wooten	Taundra	Testing Center	Testing Aide
Aguilar	Maria	Tutorial Services	Tutor
Ahmed	Marystella	Tutorial Services	Tutor
Ahmed	Sanam	Tutorial Services	Tutor
Al Hossain	Mohammad	Tutorial Services	Tutor
Argueta	Javier	Tutorial Services	Tutor
Asjad	Naima	Tutorial Services	Tutor
Asjad	Subhana	Tutorial Services	Tutor
Avila	Gabriella	Tutorial Services	Tutor
Bamba	Aminata Edith	Tutorial Services	Tutor



Campbell	Ronnette	Tutorial Services	Tutor
Carrie	Johnny	Tutorial Services	Tutor
Carrillo	Phil	Tutorial Services	Tutor
Chauhan	Sagar	Tutorial Services	Tutor
Cruz	Joanna	Tutorial Services	Tutor
Daane	Mary C	Tutorial Services	Tutor
Dalton	Rose	Tutorial Services	Tutor
Davenport	Anthony	Tutorial Services	Tutor
Davis	Jill	Tutorial Services	Tutor
Dervishi	Aferdita	Tutorial Services	Tutor
Elshorhagy	Hala	Tutorial Services	Tutor
Er-Rich	Lahcen	Tutorial Services	Tutor
Fabara	Kenny	Tutorial Services	Tutor
Fahmy	Abla	Tutorial Services	Tutor
Gonzalez	Kristina	Tutorial Services	Tutor
Green	Virginia	Tutorial Services	Tutor
Grimaldi	Rose	Tutorial Services	Tutor
Henriquez	Johan M	Tutorial Services	Tutor
Horne II	Jeffrey	Tutorial Services	Tutor
Irizarry	Giselle	Tutorial Services	Tutor
James	Sheila	Tutorial Services	Tutor
Kay	Ilina	Tutorial Services	Tutor
Kouassi	Axel G	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
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
Pascale	Joseph	Tutorial Services	Tutor
Perry	Robert	Tutorial Services	Tutor
Pipaliya	Ruchika	Tutorial Services	Tutor
Ponce	Anais	Tutorial Services	Tutor
Rivera	Carmen	Tutorial Services	Tutor

Rivera	Chayanne	Tutorial Services	Tutor
Sala	Steven X	Tutorial Services	Tutor
Sambula	Lisa	Tutorial Services	Tutor
Santos	Blanca	Tutorial Services	Tutor
Sharma	Push Push	Tutorial Services	Tutor
Siddiqui	Muhammad	Tutorial Services	Tutor
Somasundaram	Pamathi	Tutorial Services	Tutor
Sommers	Enkhsana	Tutorial Services	Tutor
St. Juste	Reginold	Tutorial Services	Tutor
Taylor	Beatrice	Tutorial Services	Tutor
Taylor-Tate	Dominique D	Tutorial Services	Tutor
Valcarcel	Alicia	Tutorial Services	Tutor
Villafane	Melissa	Tutorial Services	Tutor
Yasmeen	Faria	Tutorial Services	Tutor
Zulueta	Isabelita	Tutorial Services	Tutor
Campbell	Kyle	VP Finance Office	Student Assistant

Introduced by: Katia Stack  
Seconded by: Karen Fahrenholz  
8 Ayes.....0 Nays Resolution Adopted

**5. HUDSON COUNTY COMMUNITY COLLEGE NON-DISCRIMINATION/ ANTI-HARASSMENT POLICY**

Introduced by: Katia Stack  
Seconded by: Alfred Zampella  
8 Ayes.....0 Nays Resolution Adopted

**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 2012-2013:** (a) Hudson Catholic Regional High School (b) Hoboken Board of Education (c) Hudson County Schools of Technology Board of Education - County Prep and High Tech (d) Jersey City Board of Education - Dickinson, Snyder, Ferris, Liberty, and Lincoln High Schools (e) Kearny Board of Education (f) Memorial High School (g) Miftaahul Uloom Academy (h) Rising Star Academy (i) Union City Alternative Design Academy and Union City High School and (j) North Bergen Board of Education to provide degree credit course instruction to their students pursuant of the terms of the agreements.

Introduced by: Karen Fahrenholz  
Seconded by: Bakari Lee  
7 Ayes.....1 Abstention.....0 Nays Resolution Adopted

**X. NEW BUSINESS**

**1. HCCC EMERGENCY MANAGEMENT PLAN**

*Introduced by: Bakari Lee*

*Seconded by: Karen Fahrenholz*

*8 Ayes.....0 Nays*

*Resolution Adopted*

**XI. ADJOURNMENT 5:45 P.M.**

*Introduced by: Karen Fahrenholz*

*Seconded by: Adrienne Sires*

*8 Ayes.....0 Nays*

*Resolution Adopted*



**HUDSON COUNTY COMMUNITY COLLEGE  
BOARD OF TRUSTEES MEETING  
August 14, 2012**

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

**1. Renewal of College's Campus-Wide Ellucian (Datatel) Software Maintenance Agreement for FY 13**

**REPORT/BACKGROUND:**

*There is a need to renew the College campus-wide software maintenance for the Ellucian (Datatel) Colleague System. The College utilizes this software to support the various software packages that are on Colleague.*

*The annual fee also covers all the upgrades that might be released by Ellucian (Datatel) during the year. For fiscal year 2013, the College proposes the renewal of the software maintenance at a total cost not to exceed \$346,859.00.*

*The College Chief Information Officer recommends the renewal of the software maintenance for one (1) year from Elucian (Datatel). The Business Entity Disclosure Certification is on file in the Purchasing Department.*

**RECOMMENDATION:**

*The President, Administration, and the Finance Committee of the Board of Trustees approve the purchase of the College's software maintenance for one (1) year from Ellucian (Datatel) of Fairfax, Virginia, at an annual cost not to exceed \$346,859.00, to be funded from the operating budget.*

**2. Award of a Movie Theater Tickets Vendor for the College**

**WHEREAS**, the College has a need to use a movie theater tickets vendor 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 2013; and

**WHEREAS**, American Multi Cinema Inc. of Chicago, Illinois, is the proposed vendor to provide these services, at a total cost not to exceed \$50,000.00; and

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

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

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Trustees of Hudson County Community College authorizes the Purchasing Agent to approve American Multi Cinema Inc. of Chicago, Illinois, 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.

### **3. Renewal of On-Call Professional Services Firms for FY 2013**

#### **REPORTS/BACKGROUND:**

During the year, from time-to-time the College may require professional services firms input on facility projects, which include conceptual planning, feasibility, reviews or consulting. This allows the College to expedite facility construction projects and avoid time consuming R.F.P. processes.

The contract for the on-call services provides a one-year term with a maximum of \$175,000 to be spent in total for ten (10) firms based on their hourly rates with no firm exceeding \$17,500.00. It is recommended that the College use the on-call services of Di/Cara/Rubino Architects of Wayne, NJ.; RSC Architects of Cliffside Park, N.J.; Ronald Schmindt & Associates of Hackensack, N.J.; NK Architects of Morristown, N.J.; Dresdner Robin of Jersey City, N.J.; Paulus, Sokolowski & Sartor of Warren, N.J.; MAST Construction Company of Little Falls, N.J.; Birdsall Services Group of Eatontown, NJ; Maser Consulting, P.A. of Red Bank, NJ., McGuire Associates, LLC of Jersey City, NJ.

The Vice President of Operations and the Ad-Hoc Facilities Committee recommend the above mentioned firms for approval to provide on-call services as needed by the College during the fiscal year.

#### **RECOMMENDATION:**

The President, the Administration, the Ad-Hoc Facilities Committee and the Finance Committee recommend that the Board of Trustees approve the on-call professional services firms of Di/Cara/Rubino Architects of Wayne, NJ.; RSC Architects of Cliffside Park, N.J.; Ronald Schmindt & Associates of Hackensack, N.J.; NK Architects of Morristown, N.J.; Dresdner Robin of Jersey City, N.J.; Paulus, Sokolowski & Sartor of Warren, N.J.; MAST Construction Company of Little Falls, N.J.; Birdsall Services Group of Eatontown, NJ; Maser Consulting, P.A. of Red Bank, NJ., McGuire Associates, LLC of Jersey City, NJ.

### **4. Award of Benefits Consultant Services for Human Resources FY 13**

#### **REPORT/BACKGROUND:**

The College has the need to use a benefits consultant for Human Resources Department to provide technical and administrative services in the areas of risk management and general benefit insurance matters.

A request for proposals was advertised on the internet on Friday, May 18, 2012 and local vendors were contacted. Three (3) proposals were received and opened on Tuesday, May 29, 2012:

<b><u>Vendor</u></b>	<b><u>Location</u></b>	<b><u>Cost</u></b>
Alamo Insurance Group Inc.	North Bergen, NJ	\$35,000.00
Brown & Brown Metro	Florham Park, NJ	\$36,000.00
R.D. Parisi Associates	West Orange, NJ	\$60,000.00

The Human Resources Executive Director recommends the lowest proposal from Alamo Insurance Group Inc. of North Bergen, New Jersey for a total cost not to exceed \$35,000.00 for FY 13.

**RECOMMENDATION:**

*The President, the Administration, and the Finance Committee of the Board of Trustees recommend that the Board of Trustees approve Alamo Insurance Group of North Bergen, New Jersey, to perform benefits consultant services, at a cost not to exceed \$35,000.00, to be funded from the operating budget. This contract is awarded pursuant to a fair and open process as set forth in the pay-to-play law N.J.S.A. 19:44A-20.4.*

**5. Award of Employee Background Search Firm for Human Resources Department FY 13**

**REPORT/BACKGROUND:**

*The College Human Resources Department needs to use a background screening firm to do background screenings on prospective employees. The Business Managers Affinity Group of the New Jersey Council of Community Colleges via Middlesex County Community College issued an RFP (request for proposals) through the Joint Purchasing Consortium Group. The winning proposal was submitted by Certified Background of Wilmington, N.C.*

*Hire Right of Irvine, California is the firm that the College has been using for the past years and their prices are lower than the consortium winner, Certified Background.*

*Based on lower pricing and the excellent past experiences, the Human Resources Executive Director recommends Hire Right of Irvine, California at a cost not to exceed \$7,000.00 for FY 13.*

**RECOMMENDATION:**

*The President, the Administration, and the Finance Committee recommend that the Board of Trustees approve Hire Right of Irvine, California, to perform the background screening for fiscal year ending June 30, 2013, for a total sum not to exceed \$7,000.00, to be funded from the operating budget.*

**6. Award of Vendor for Implementing Section 125 Plan for Human Resources for FY 13**

**REPORT/BACKGROUND:**

**WHEREAS**, P.L. 2011 Chapter 78 requires local employers to establish an IRC Section 125 cafeteria plan for medical and dental plans; and

**WHEREAS**, the College, as part of its catalog of benefits and services, has committed to the incorporation of an IRC Section 125 Cafeteria Plan/Flexible Spending Account (FSA) for all of its full-time employees; and

**WHEREAS**, providing an opportunity for employees to elect to participate in Flexible Spending Accounts for Health Expense, Dependent Care Expense and Transportation Expense Reimbursement and have contributions deducted pre-tax through payroll thereby saving in federal taxes; and

**WHEREAS**, a Request for Proposal (RFP) was posted on the internet on Monday, July 16, 2012, for a vendor to administer and implement a Section 125 Plan; and

**WHEREAS**, four (4) proposals were received: 1) Colonial Life of Clark, N.J., 2) Interflex Payments of Frisco, TX, 3) Ceridian Corporation of St. Petersburg, FL, 4) Discovery Benefits of Fargo, ND; and



**WHEREAS**, Colonial Life and Accident Insurance provides a no charge, Section 125 Flexible Spending Account Service through their Strategic Alliance Partner, Benefit Analysis, Inc., a third party administrator, at no cost when offered in conjunction with the value added services and benefits offered through Benjamin Gallo of Colonial Life and Accident Insurance Company; and

**WHEREAS**, it is the recommendation of the Executive Director of Human Resources to accept Colonial Life, with Benefits Analysis as the TPA, to administer the FSA at no cost to the College.

**RECOMMENDATION:**

The President, the Administration, and the Finance Committee recommend that the Board of Trustees approve Colonial Life and Accident Insurance Company of Clark, N.J., as the administrator of the Section 125 Plan for FY 13.

**7. Purchase of a New Passenger Van for the Security Department**

**REPORT/BACKGROUND:**

There is a need to purchase a new passenger van for the Security Department. The new van will replace the old 2002, Chevrolet Xpress 3500 van with 100,955 miles. The old van will remain in service for use by the Facilities Department for transporting materials between campus locations.

The new van is a 2013, Chevrolet Xpress 3500 and will be purchased from a State approved vendor, Hertrich Fleet Services, Inc of Milford, Delaware (State Vendor #A78758) at a cost of \$25,716.00.

The Vice President of Operations recommends this purchase.

**RECOMMENDATION:**

The President, the Administration and the Finance Committee recommend that the Board of Trustees approve Hertrich Fleet Services, Inc. of Milford, Delaware, for the purchase of the new passenger van at a total cost of \$25,716.00. The cost will be funded from the operating budget.

**8. Resolution Authorizing the Award of a Celebrity Speaker Vendor for Student Activities Department**

**WHEREAS**, the College has a need to engage celebrity speakers at various times during the year for the Student Activities Department; and

**WHEREAS**, this purchase 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 2013; and

**WHEREAS**, American Program Bureau of Newton, Ma. is the proposed vendor to provide this service at a cost not to exceed \$35,000.00; and

**WHEREAS**, American Program Bureau completed and submitted Business Entity Disclosure Certifications which certifies that American Program Bureau 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 American Program Bureau from making any reportable contributions through the term of the contract; and

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

**NOW, THEREFORE, BE IT RESOLVED** the Board of Trustees of Hudson County Community College authorizes the Purchasing Agent to approve American Program Bureau 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. Purchase of Instructional Technology**

### **REPORT/BACKGROUND:**

The Hudson County Community College Grants Department and Health, Science, and Technology Division have identified the need to purchase the Laerdal SimMan 3G Complete with 12" Monitor. To best serve HCCC students through the acquisition of instructional technology to simulate clinical settings, the HCCC Grants Office is proposing to purchase this equipment for the Allied Health Skills lab located at 870 Bergen Avenue, HCCC building F. The Northern NJ Health Professions Consortium Grant, U.S. Department of Health and Human Services, will be used to fund this purchase.

The HCCC Grants Department has solicited a quote from Laerdal Inc., a sole source vendor of this technology for a grand total of \$68,295.00. Included is the SimMan 3g Manikin, SimMan 3G Software and license, Operator's tablet PC, Simulated patient monitor, simulated patient cables, Webcam, drug recognition kit, soft sided carry cases, specially designed clothing, 10 SimMan 3G patient carry cases, 1 year warranty, 2 day introductory training, and membership in the society for simulation health care.

The College Chief Information Officer recommends this purchase.

### **RECOMMENDATION:**

The President, the Administration, and the Finance Committee recommend that the Board of Trustees approve the purchase of the SimMan 3G Complete with 12" monitor for the Allied Health Lab at 870 Bergen Avenue, from Laerdal Inc. of Wappingers Falls, New York, for a total cost not to exceed \$68,295.00, and will be grant funded.

## **10. Purchase of Instructional Technology**

### **REPORT/BACKGROUND:**

The Hudson County Community College Grants and ITS Departments have identified a need for the purchase of 26 Hewlett Packard 8200 Elite Personal Computers. To best serve HCCC students through the acquisition of instructional technology, the HCCC Grants Office is proposing to purchase the technology necessary to equip the open lab in room 218 at 870 Bergen Avenue, HCCC Building F. The Northern NJ Health Professions Consortium Grant, U.S. Department of Health and Human Services, will be used to fund this purchase.

The HCCC Grants Department has solicited competitive quotes from CDW and GovConnection for 26 PC's and 26 monitors, with GovConnection quoting the lower price with 26 PC's @ \$630.43 per unit totaling \$16,391.18 and 26 monitors @ \$118.42 per unit totaling \$ 3,078.92 for a grand total of \$19,470.10.

The College Chief Information Officer recommends this purchase.



**RECOMMENDATION:**

The President, the Administration, and the Finance Committee recommend that the Board of Trustees approve the purchase of 26 PC's and monitors for the open lab in F218, 870 Bergen Avenue from GovConnection of Merrimack, N.H, for a total cost not to exceed \$19,470.10, and will be grant funded.

**11. RESOLUTION AUTHORIZING RENTAL ROOM LOCATION AGREEMENTS BETWEEN HUDSON COUNTY COMMUNITY COLLEGE, COMPASS GROUP USA D/B/A/ FLIK INTERNATIONAL CORP. ("FLIK") AND O POSITIVE, LLC.**

**WHEREAS**, FLIK has negotiated an Agreement with O Positive LLC, ("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 "Progresso Soup"; 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 O Positive, LLC., 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.

**12. Purchase and Installation of Two Multi-Zone Rooftop Cooling Units**

**REPORT/BACKGROUND:**

The College needs to replace two multi-zone rooftop cooling units at 168 Sip Avenue.

A bid request was advertised on line on Tuesday, July 17, 2012, for the purchase and complete installation (all rigging and equipment needed to install) of two Carrier cooling units. Three (3) bid packages were dispersed and two (2) bids were received and opened on Tuesday, July 31, 2012:

The results are as follows:

<b><u>VENDOR</u></b>	<b><u>LOCATION</u></b>	<b><u>BID AMOUNT</u></b>
Epic Mechanical	Neptune, NJ	\$ 220,000.00
F&G Mechanical	Secaucus, NJ	\$ 262,500.00

The Vice President of Operations recommends this purchase.

**RECOMMENDATION:**

The President, the Administration and Finance Committee recommend that the Board of Trustees approve Epic Mechanical of Neptune, New Jersey, as the vendor for the sale and installation of two Multi Carrier Rooftop Cooling units at a total cost of \$ 220,000.00.

### **13. HVAC Mechanical & Control Service Vendor**

#### **REPORT/BACKGROUND:**

The College needs an HVAC Mechanical and Controls service vendor to do all repairs and service, plus monitoring of the Carrier Comfort Network digital automatic temperature controls.

A bid request was advertised on line on Monday, July 16, 2012 and opened on Wednesday, July 25, 2012. There were three (3) bid packages dispersed and two (2) bids were received.

The results are as follows:

<b><u>VENDOR</u></b>	<b><u>LOCATION</u></b>	<b><u>BID AMOUNT</u></b>
Automated Building Controls	Neptune, NJ	\$ 98.00 labor cost per hour
Envirocon, LLC	Hackettstown, NJ	Bid rejected (could not do controls work)

The Vice President of Operations recommends this purchase.

#### **RECOMMENDATION:**

The President, the Administration and Finance Committee recommend that the Board of Trustees approve Automated Building Controls of Neptune, New Jersey as the vendor to do all HVAC service work and controls monitoring, at a cost of \$98.00 labor cost per hour. The total cost will not exceed \$ 90,000.00.

### **14. Renewal of Parking Slots for North Hudson Education Center for FY 2013**

**WHEREAS**, the College has a need to renew the agreement between Hudson County Community College and P.C. Richards for Thirty (30) parking slots in the P.C. Richards Parking lot; 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 2013; and

**WHEREAS**, P.C. Richards of West New York, New Jersey, is the proposed vendor to provide this parking agreement; at a cost not to exceed \$18,000.00; and

**WHEREAS**, P.C. Richards has completed and submitted Business Entity Disclosure Certifications which certifies that P.C. Richards 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 P.C. Richards 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 approve P.C. Richards of West New York, 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.

**15. Amendment of Resolution for the Total Cost for Media Services for Billboard Advertisement for FY 12-13 –**

**WHEREAS**, the award of Media Services for Billboard Advertisements was approved on May 8, 2012 for the sum of \$123,000.00, the total cost is being amended to be \$125,304.00 to include production costs; and

**WHEREAS**, as part of the plan to increase visibility and create a media image, it is proposed that the College continue an outdoor billboard campaign for twelve (12) months. Signs will be placed on billboards throughout Hudson County at two (2) locations in Jersey City and one (1) bilingual in North Hudson; and

**WHEREAS**, this purchase 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 2013; and

**WHEREAS**, CBS Outdoor Inc. of Fairfield, New Jersey had submitted a quote indicating that they will provide the billboard media advertising for the sum of \$123,000.00 and the total cost is now revised to be \$125,304.00, to include production costs; note: This is a sole source vendor and the design for the campaign will be provided by the College's Communication Department; and

**WHEREAS**, CBS Outdoor Inc. has completed and submitted Business Entity Disclosure Certifications which certifies that CBS Outdoor 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 CBS Outdoor 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 enter into a contract with CBS Outdoor Inc. of Fairfield, New Jersey, 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

**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 above in **Item VII. Fiscal, Administration, Lease and Capital Recommendations 1 – 15:** 1) Renewal of College's Campus-Wide Ellucian (Datatel) Annual Software Maintenance Agreement for FY 13; 2) Award of a Movie Theatre Tickets Vendor for the College FY 13; 3) Renewal of On-Call Professional Services for Human Resources FY 13; 4) Award of Benefits Consultant Services for Human Resources FY 13; 5) Award of Employee Background Search Firm for Human Resources Department FY 13; 6) Award of Vendor for Implementing 125 Plan for Human Resources Department FY 13; 7) Purchase of Passenger Van for the Security Department; 8) Resolution Authorizing the Award of a Celebrity Speaker Vendor for Student Activities Department; 9) Purchase of Instructional Technology; 10) Purchase of Instructional Technology; 11) Resolution Authorizing Rental Room Location Agreements Between HCCC, Compass Group USA D/B/A

Flik International Corp. and O Positive, LLC; 12) Purchase & Installation of Two Multi-Zone Rooftop Cooling Units; 13) HVAC Mechanical & Controls Service Vendor; 14) Renewal of Parking Slots for North Hudson Education Center for FY 2013; and 15) Amendment of Resolution for the Total Cost of Media Services for Billboard Advertisement for FY 12 – 13.

**INTRODUCED BY:** Katia Stack

**SECONDED BY:** Bakari Lee

**DATE:** August 14, 2012

Fahrenheit, Karen	<u>AYE</u>
Fife, James	<u>ABSENT</u>
Kenny, Roberta	<u>ABSENT</u>
Kosakowski, Joanne	<u>AYE</u>
Lee, Bakari	<u>AYE</u>
Peña, Jeanette	<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

8-14-12  
Date



**HUDSON COUNTY COMMUNITY COLLEGE  
BOARD OF TRUSTEES MEETING  
August 14, 2012**

**VIII. PERSONNEL RECOMMENDATIONS**

**1. RETIREMENT**

**REPORTS/BACKGROUND**

<u>Name</u>	<u>Title</u>	<u>Effective Date</u>
Patricia Sikorski	Executive Administrative Assistant, VP for NHC/Student Affairs	12/31/2012

**RECOMMENDATION:**

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

**2. RESIGNATION**

**REPORTS/BACKGROUND**

<u>Name</u>	<u>Title</u>	<u>Effective Date</u>
Felipe Inoa	Assistant Chief Information Officer	07/28/2012

**RECOMMENDATION:**

The President, the Administration and the Personnel Committee recommend that the Board of Trustees approve the Resignation above 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>
Carol Van Houten	Executive Director of Library/ Learning Resources Center	08/15/2012	\$75,000 (pro-rated)

**Note:** This is an approved position.

<u>Name</u>	<u>Title</u>	<u>Effective Date</u>	<u>Annual Salary</u>
Nicole Behman	Coordinator, Non-Credit Programs	08/15/2012	\$38,000 (pro-rated)

**Note:** This is a replacement for Anjali Thanawala

<u>Name</u>	<u>Title</u>	<u>Effective Date</u>	<u>Annual Salary</u>
Allen Foster	Instructor, Business	08/15/2012	\$36,000 (pro-rated)

**Note:** This is a replacement for Bernabe Abascal. This is an approved tenure track faculty position.

<u>Name</u>	<u>Title</u>	<u>Effective Date</u>	<u>Annual Salary</u>
Alison Bach	Instructor, English	08/15/2012	\$36,000 (pro-rated)

**Note:** This is an approved tenure track faculty position.

<u>Name</u>	<u>Title</u>	<u>Effective Date</u>	<u>Annual Salary</u>
Craig McLaughlin	Instructor, Psychology	08/15/2012	\$36,000 (pro-rated)

**Note:** This is an approved tenure track faculty position.

<u>Name</u>	<u>Title</u>	<u>Effective Date</u>	<u>Annual Salary</u>
Marc Mittleman	Instructor, Accounting	08/15/2012 (pro-rated)	36,000

**Note:** This is a replacement for Mario Tripaldi. This is a non- tenure track faculty position.

**RECOMMENDATION:**

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

**4. APPOINTMENT OF ADDITIONAL NEW & CONTINUING PART-TIME HIRES: AUGUST 15 – JUNE 30, 2013.**

Last Name	First Name	Department	Title
Abernathy	Tailandia	ADJ Academic Support Services	Tutor
Agbaosi	Christie	ADJ Academic Support Services	Tutor
Amkouk	Fatima	ADJ Academic Support Services	Tutor
Asjad	Saubia	ADJ Academic Support Services	Tutor
Collado	Casey	ADJ Academic Support Services	Tutor
Daud	Saba	ADJ Academic Support Services	Tutor
Dejerroud	Dalila	ADJ Academic Support Services	Tutor
Diaz	Sherylene	ADJ Academic Support Services	Tutor
Fayyaz	Faiza	ADJ Academic Support Services	Tutor
Gergs	Raflaa	ADJ Academic Support Services	Tutor
Ghobrial	Joseph	ADJ Academic Support Services	Tutor
Gonzalez	Daniel	ADJ Academic Support Services	Tutor
Guillen	Edgardo	ADJ Academic Support Services	Tutor
Harinauth	Catherine	ADJ Academic Support Services	Tutor
Liebl	Chris	ADJ Academic Support Services	Tutor
Lim	Ky	ADJ Academic Support Services	Tutor
Mendez-Booth	Nancy	ADJ Academic Support Services	Tutor
Montero	Herta	ADJ Academic Support Services	Tutor
Moreno	Raul	ADJ Academic Support Services	Tutor
Ouraga	Samira	ADJ Academic Support Services	Tutor



Padinjaraveetil	Thresiamma	ADJ Academic Support Services	Tutor
Patel	Mruna	ADJ Academic Support Services	Tutor
Patel	Kinjal	ADJ Academic Support Services	Tutor
Porter	Elliott	ADJ Academic Support Services	Tutor
Quinones	Paola	ADJ Academic Support Services	Tutor
Urgiles	Diana	ADJ Academic Support Services	Tutor
Usman	Yuli	ADJ Academic Support Services	Tutor
Valanzola	Sandra	ADJ Academic Support Services	Tutor
Mendez	Ciara	Advisement & Counseling	PT Advisor
Larios	Francis	Communications	Student Assistant
Fernekees-Boylan	Jeanne	Disability Support Services	Sign Language Interpreter
Imsho	Marybeth	Disability Support Services	Sign Language Interpreter
Safford	Nicole	Disability Support Services	Sign Language Interpreter
Persaud	Angelina	Enrollment Services	Student Ambassador
Giraldo	Orlando	Humanities & Social Sciences	Office Assistant
Bosch	Ilgner	IT	Lab Assistant
Marauillas	Joaquin	IT	Lab Assistant
Parikh	Yash	IT	Lab 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.

4.

**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 1-4:** (1) Retirement, (2) Resignation, (3) Appointment of Staff, (4) Appointment of Additional New Part-Time Hires.

**INTRODUCED BY:**

Katia Stack

**SECONDED BY:**

Bakari Lee

**DATE:**

August 14, 2012

Fahrenheit, Karen  
Fife, James  
Kenny, Roberta  
Kosakowski, Joanne  
Lee, Bakari  
Peña, Jeanette  
Sires, Adrienne  
Stack, Katia  
Zampella, Alfred  
Netchert, William, Chair

AYE  
ABSENT  
ABSENT  
AYE  
AYE  
AYE  
AYE  
AYE  
AYE  
AYE

8 Ayes..... 0 Nay  
\*\*\*RESOLUTION ADOPTED\*\*\*

Jennifer Oakley 8-14-12  
Signature of Recorder Date

**HUDSON COUNTY COMMUNITY COLLEGE  
BOARD OF TRUSTEES MEETING  
August 14, 2012**

**VIII. PERSONNEL RECOMMENDATION**

**5. Appointment of Adjunct Faculty Pool for the 2012-2013 Academic Year**

**Report/Background**

HCCC provides opportunities for students to enroll in credit-bearing courses several times during the academic year. Since 1994, class offerings have expanded from the standard 15-week fall/spring semesters to two 6-week summer sessions, a 2-week winter intersession and three opportunities for exiting basic skills through 1-week math/algebra express courses. Staggered start dates for class offerings and protracted registration periods make this expansion possible.

The College's ability to offer approximately 2500 course sections each academic year rests, in part, on the availability of a pool of qualified adjuncts to teach at least 60% of the classes. Since adjunct faculty supplement full-time faculty, their actual assignments each semester are contingent on course enrollment and are made on an as-needed basis.

The number of adjuncts required in the fall and spring semesters has increased from 130 in Fall 1990 to approximately 410 in Fall 2012. The majority of adjuncts serve HCCC from one to four consecutive semesters. Some are long-term employees, serving in excess of 13 consecutive semesters. Adjunct course loads range from 3 to 12 credits per semester. The appointment of adjunct faculty for the Academic year (September 1 through August 31) is subject to the following provisions:

1. Adjunct faculty must have an appropriate degree in the assignment discipline or closely related area and must be eligible for employment in the United States.
2. Reassignment in a subsequent semester/enrollment period is contingent on (a) performance as determined by supervisory and student evaluations, (b) course enrollment, and (c) maintaining full-time faculty assignments.
3. Adjunct faculty assignments will not exceed 12 credits per semester/enrollment period or a total of 27 credits per academic year. Approval of the President is required for assignments in excess of twelve credits/contact hours in any semester/enrollment period.
4. Each adjunct faculty, once assigned, will be provided a contract indicating the specific class assignment(s) and compensation.
5. All adjunct faculty are designated 'instructors' and are compensated at the per-credit/contact hourly rate of \$600-\$630 based on the number of semesters of teaching at HCCC. This rate structure was approved by the Board of Trustees on November 23, 2010.
6. Following each enrollment period, a listing of all adjuncts, their specific assignments and compensation will be available for Board review and maintained by the Office of Academic Affairs and the Office of Human Resources.
7. Additional adjuncts required for any enrollment period will be brought to the Board of Trustees for approval throughout the course of the academic year, as-needed.



Brabant, Nathan  
Bradley, Naimah  
Brody, Jacqueline  
Brown, Kenya  
Browning, Daniel  
Bruzano, Carol  
Bryant, Christine  
Buckley, Kathryn  
Burckhart, Jacob  
Burke, Corey E  
Burris, Troy  
Buttiglieri, Joseph  
Byrnes, Kirsten M.  
Cadogan-Richardson, Gail  
Campbell, Rebecca L.  
Campbell, Stephen  
Campion, John  
Carew, Emily  
Casanova, Jose  
Castiello, Joann  
Chaite, Jeffrey  
Chatha, Anjum  
Chee-a-tow, Reginald  
Choi, Soo  
Chu, Anthony  
Cil, Mayda  
Clode, Anthony W.  
Cofone, Rose  
Coleman, Eric  
Coley, Bettina  
Connelly, Maryann  
Conte, George  
Constanzo, Bernadette  
Conway, Elizabeth  
Corcoran, Darly  
Cordero, Joseph  
Corn, Janna  
Corwin, Walter  
Coviello, James Anthony  
Craddock, Iesha  
Curry, Monica  
Daane, Mary  
Dalton, Rose

DaSilva, Susan M.  
Daughtry, Sharon  
Davis, April  
Dawidczyk, Monika  
Hamer, Robert  
Hanns, Christian  
Harris, Joshua  
Hawkins, Cynthia  
Henry, Ayanna  
Homiler, Elie  
Houlb, Alexander  
Husain, Mohammed Kaleem  
Hussein, Ahmad  
Hussein, Ganiyu  
Hynes-Lasek, Nancy  
Iddrisu, Alhassan  
Ilina, Rezeda  
Izano, Era  
Jackson, Tankia  
Janong, Lulu  
Jara-Lindao, Gisella  
Jean, Youdelka  
Jimenez, Juan  
Jones, Florine  
Jones, Paula  
Jordan, Joshua M.  
Kadko, Sam  
Kaminski, Joseph  
Kandl, Mark  
Kanter, Deborah  
Karnicka, Johanna  
Kearny, Katherine  
Khan, J.  
Klimchak, Amre Lea  
Kolbinager, Romerico  
Komers, Michale  
Konig, Barbara  
Kostick, Edward  
Kovarcik, Stephen  
Kraenzlin, Tara  
Kramer, Sharon  
Kress, Sally  
Kutubddin, Nipon

LaFerrera, Vito  
Lamprecht, Franziska  
Lane, Victoria  
Lashkari, Amir  
Lee, Eric Charles  
Lee, Michael A.  
Linter, Teresa  
Lipski, Steve  
Nouravi, Mandy  
Nowlin, Ryan B.  
Nurse, Briana  
Nutakor, John  
O'Connell, Laurence  
Okoro, Amaechi J  
Oliveros, Rosario  
Pascale, Frank  
Patel, Hiral  
Pauley, Jared  
Perkins, Keith  
Perry, Robert  
Peterson, Bruce  
Piatkowski, Dennis  
Platt, Joseph  
Plunkett, Brian Sean  
Podryadchikova, Yadviga  
Poliaskaite, Alina  
Pomares, Carlos  
Ponder, Sibyl  
Popoola, Akinade  
Pradera, Randy  
Prezioso, Michelle  
Procel, Sandra

Pukdeedamrongrit, Anuchit  
Ramierz, Douglas  
Raoudi, Hassane  
Rapple, Jon D  
Raza, Qamar  
Reimer, Cynthia  
Repic, George  
Ressler, Eileen M  
Reyes, Gilda  
Ricciardone, Gaetano  
Rivera, Carmen  
Robb, Sylvia  
Roberti, Amanda  
Rodriguez, Juan  
Rodriguez, Rafael  
Rosa Rio, Jo  
Rosen, Jacob  
Rowland, SherryAnn  
Rubin, Andrew  
Russel, David  
Saavedra, Christina  
Saidu, Sharafdeen  
Salerno, Carmine  
Williamson-McKie, Taneya  
Wilson, Steven  
Wingard, Cleo  
Wirstiuk, L.  
Wolfe, Chanelle  
Yalley, John  
Zappy, Mark  
Zhylina, Iryna

**RECOMMENDATION:**

*The President, the Administration and the Personnel Committee recommend that the Board of Trustees approve the Appointment of Adjunct Faculty Pool for the 2012-2013 Academic Year above as Personnel Recommendation Item No. 5.*



**RESOLUTION:**

**NOW, THEREFORE BE IT RESOLVED** that the Board of Trustees approve the recommendation of the President, the Administration and the Personnel Committee as outlined above in **Item VIII. Personnel Recommendation:** (5) Appointment of Adjunct Faculty Pool for the 2012-2013 Academic Year.

**INTRODUCED BY:** Katia Stack

**SECONDED BY:** Karen Fahrenholz

**DATE:** August 14, 2012

Fahrenholz, Karen	<u>AYE</u>
Fife, James	<u>ABSENT</u>
Kenny, Roberta	<u>ABSENT</u>
Kosakowski, Joanne	<u>AYE</u>
Lee, Bakari	<u>AYE</u>
Peña, Jeanette	<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

Signature of Recorder 8-14-12

**HUDSON COUNTY COMMUNITY COLLEGE  
BOARD OF TRUSTEES MEETING  
August 14, 2012**

**IX. ACADEMIC AND STUDENT AFFAIRS**

**1. Rental of New Jersey City University's Laboratory for HCCC Microbiology Classes**

**REPORT/BACKGROUND**

Microbiology is a required course for selected academic transfer, health-related and our growing Cooperative Nursing Programs. The College has no microbiology laboratory facilities on campus. In order to provide such facilities for HCCC students, for the past 12 years, the College has been utilizing a 24-station Microbiology Lab at New Jersey City University (NJCU). It is anticipated that for Academic Year 2012-2013 the College will use the laboratory for approximately 1,120 hours - 3 sections (80 hours each) in both Summer I and II, 4 sections in Fall 2012 and Spring 2013 - at an estimated cost of \$46,480 – representing a 10% increase in cost over the previous year. Additionally, HCCC will pay NJCU an estimated cost of \$15,000 for the provision of lab supplies as well as pay for two lab assistants at the NJCU pay scale. If enrollment increase necessitates additional class sections, the above costs will increase proportionately. HCCC is required to forward the Liability Insurance Certificate to NJCU and will reimburse the university upon receipt of an invoice.

**RECOMMENDATION**

The President and the Administration recommend that the Board of Trustees authorize the President or designated personnel to execute an agreement between Hudson County Community College and New Jersey City University for the use of Microbiology facilities and provision of lab supplies for the academic year 2012-2013 (Attachment I).

**2. A new statewide articulation agreement with Starting Points, Inc. through NJ Place (New Jersey Pathways Leading Apprentices to a College Education)**

**REPORT/BACKGROUND**

The articulation is part of a collaborative between New Jersey's 19 community colleges (under the auspices of the NJ Council of Community Colleges) and NJ PLACE - New Jersey Pathways Leading Apprentices to a College Education. The goals are: to strengthen New Jersey's workforce by increasing professional and personal advancement opportunities for individual workers; and to help individuals apply their apprenticeship education from participating programs toward a college degree at any of New Jersey's nineteen community colleges.

The Starting Points Institute for Early Childhood Educators, a non-profit Post-Secondary Private Vocational School and Institution of Higher Education, offers a range of training programs leading to the Childhood Developmental Associate (CDA) credential and Child Development Specialist credential from the U.S. Department of Labor, as well as a variety of professional development programs in the field.

HCCC has had a previous articulation with the (previously named) Starting Points for Children of Hudson County since 2003. The agreement stipulates that the CDA Credential completed at Starting Points, Inc. can be articulated into a total of 11 credits toward the Child Care Certificate, 9 credits toward the AAS in Early Childhood Education and 6 credits toward the AA Liberal Arts – in Early Childhood Education, upon matriculation into a program at HCCC.

This new articulation agreement specifies students who have completed required Early Childhood Education (ECE) courses at Starting Points, Inc. as a partner in NJ Place, to complete the AAS- ECE



program at HCCC. These ECE courses (18 credits) completed at Starting Points, Inc. as part of the Apprenticeship Program will be credited toward the major requirement (32 credits) of the HCCC AAS-ECE program with addition of a minimum 20 credits in General Education, as required by the State of New Jersey.

This new state-wide articulation agreement is consistent with the College's Mission in serving the residents and promoting partnership in the county. The articulation will increase enrollments and visibility of the program.

#### **RECOMMENDATION**

The President and the Administration recommend that the Board of Trustees authorize the President or designated personnel to execute an agreement between Hudson County Community College and Starting Points, Inc. through NJ Place, effective Academic Year 2012-2013 (Attachment II).

#### **RESOLUTION:**

**NOW, THEREFORE BE IT RESOLVED** that the Board of Trustees accept the recommendation of the President and Administration as outlined above in **Item IX. Academic and Student Affairs**

**Recommendations 1-2:** 1) Rental of New Jersey City University's Laboratory for HCCC Microbiology Classes, and 2) A new statewide articulation agreement with Starting Points, Inc. through NJ Place (New Jersey Pathways Leading Apprentices to a College Education).

**INTRODUCED BY:** Adrienne Sires

**SECONDED BY:** Katia Stack

**DATE:** August 14, 2012

Fahrenheit, Karen	<u>AYE</u>
Fife, James	<u>ABSENT</u>
Kenny, Roberta	<u>ABSENT</u>
Kosakowski, Joanne	<u>AYE</u>
Lee, Bakari	<u>AYE</u>
Peña, Jeanette	<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\*\*\***

Erin J. Oakley 8-14-12  
Signature of Recorder Date



Jersey City, New Jersey 07305-1597

***Agreement Between***

New Jersey City University  
And

Hudson County Community College

This Agreement is effective as of the **1st day of SEPTEMBER 2012** by and between New Jersey City University (hereinafter "the University") located at 2039 Kennedy Boulevard, Jersey City, New Jersey 07305 AND Hudson County Community College (hereafter "the College") located at 70 Sip Avenue, Jersey City, New Jersey 07306.

Whereas, the University and the College had and wish to continue their collaborative relationship regarding the use of University facilities by the College for the College microbiology course identified as BIO 250 (hereinafter referred to as the "College course"); and

Whereas, the College desires to use University facilities for the purpose of providing the College's students, who are enrolled in the College course, with laboratory space at the University for the academic year and summer session; and

Whereas, the University has the biology laboratory facilities that meet the College's requirements and the College does not have such laboratory space available at its institution; and

Whereas, the College has the academic personnel to instruct the College's students and supervise the use of the University's facility for the entire duration of the College course; and

Now, therefore, in consideration of the mutual promises contained herein, it is agreed as follows:

1. Responsibilities of the Parties

A. The College shall:



1. assume responsibility for the planning, implementation, instruction and supervision of the College course for its College students at the University laboratory.
2. provide both the faculty and laboratory technician for the instruction and supervision of laboratory materials for the College course given at the University campus at all times when the College course is in session on the University campus and at no cost to the University.
3. pay for any and all equipment and supplies necessary for the instruction of the College course at the University campus thereby ensuring no cost to the University.
4. purchase and maintain liability and general/comprehensive insurance to include coverage for any acts of negligence, of its students and/or employees, including those employees who may also be part-time or full-time employees of the University, with respect to any liability arising out of their participation in the College course while on campus, including any property damage to the University facilities associated with use of the lab and its equipment. The College, upon execution of this Agreement and at any time upon request by the College, shall furnish the University with evidence that it is in compliance with the above requirements for insurance coverage for its students and employees participating in the College course at the University campus.
5. designate one or more College coordinators who shall confer at regular intervals with the University liaison who is designated by the University and who, in most cases, shall be the Chair of the University's Biology Department in regard to access, use and scheduling of the facility.

B. The University shall:

1. designate an administrator or faculty member who shall serve as the coordinator for use of the facilities during the academic year and the summer sessions with the College's designated liaison(s).

2. provide appropriate laboratory space on its campus to the College so that the College can offer its students the College course.
3. charge a room rental rate that is based on the use of approximately 1000 square feet of laboratory space located in the University science building for the duration of three sections of the College course during the Summer II 2012 semester, four sections of the College course during the Fall 2012 semester, four sections of the College course during the Spring 2013 semester, and three sections of the College course during the Summer I 2013 semester, based on the number of credits and instruction hours listed in the attached Appendix A.
4. invoice the College for any and all supplies and other consumables necessary for instruction of the College course(s) at an estimated amount of \$1,500 per section for each semester but invoiced for actual expenses incurred (receipts will be provided). Please submit invoice prior to each semester. See Appendix B.



C. Term of Agreement:

The term of the Agreement shall be for one year, effective as of the day and year first set forth above and shall only be renewed upon the written consent of both parties up to but not exceeding a combined total of two years. This Agreement may be terminated by either party by giving sixty (60) days prior written notice of its intention to terminate the Agreement to the other party in accordance with the Notice provisions set forth below in this Agreement.

D. Miscellaneous:

1. Neither this Agreement nor any obligation or right hereunder may be assigned to any third party without prior written consent of the other party. Any purported assignment without such consent shall be null and void.
2. All notices required or permitted under this Agreement shall be in writing and be deemed to have been properly given if delivered by personal delivery or by certified or registered mail, return receipt requested, to the parties at the addresses listed below or to such other addresses as the parties shall designate by written notice to the other party.

**To the University:**

Attn: Joanne Z. Bruno, J.D.  
Vice President for Academic Affairs  
New Jersey City University  
2039 Kennedy Boulevard  
Hepburn Hall 309  
Jersey City, New Jersey 07305

**To the College:**

Attn: Dr. Eric Friedman, Ph.D.  
Vice President of Academic Affairs  
70 Sip Avenue, Fourth Floor, A 417  
Jersey City, New Jersey 07306

3. This Agreement shall be governed and construed in accordance with the laws of the State of New Jersey and any action shall be brought in the courts of the State of New Jersey.

4. This Agreement constitutes the entire Agreement between the parties and supersedes any and all prior agreements, written or oral. No modification of or amendment to this Agreement shall be effective or binding on either party unless in writing and signed by both parties. The section headings as to the contents of particular sections are inserted only for convenience and not are intended to be a substantive part of the Agreement.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed by their duly authorized representatives or officers, the day and year first written above.

**For the University:**

\_\_\_\_\_  
Joanne Z. Bruno, J.D.  
Vice President for Academic Affairs

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

**For the College:**

\_\_\_\_\_  
Eric Friedman, Ph.D.  
Vice President of  
Academic Affairs

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



**Articulation Agreement**  
**Between**  
**Hudson County Community College**  
**and**  
**Starting Points, Inc.**

This articulation agreement specifies the requirements and conditions for qualified students from Starting Points, Inc.(hereafter "the Apprenticeship Program"), as a partner in New Jersey Pathways Leading Apprentices to a College Education (NJ PLACE), to complete the Early Childhood Education Associate of Applied Science (AAS) at Hudson County Community College (hereafter "the College").

Upon official presentation of the completion of the Apprenticeship Program, or certification as an active registrant in same program, interested students will be automatically accepted into the Colleges' Early Childhood Education AAS. The Transfer Institution will be identified as NJ PLACE (CEEB Code 900000).

Attached to this agreement is the Transfer Course Agreement. The Transfer Course Agreement lists the manner in which the apprenticeship program translates into NJ community college equivalent coursework credits. It should be noted that qualified students in the Apprenticeship Program can complete the degree requirements at any community college in New Jersey. Any credits attained in this manner that pertain to this degree program will be considered equivalent to native credits upon matriculation into the program at Hudson County Community College. The State of New Jersey requires that all students pursuing an AAS degree complete a minimum of 20 general education credits. Students will be required to complete the general credits in the manner specified by the College. Additional credits from the Apprenticeship Program may be awarded toward the major requirements of the AAS degree as determined by the College in accordance with the apprenticeship training completed and the degree program pursued.

This agreement may be amended or terminated only by the mutual consent of the parties, in writing, and as signed by the appropriate representatives of each party. At the request of either party, the documents may be revisited annually to reflect curriculum changes by the College and/or the Apprenticeship Program.

\_\_\_\_\_  
For Hudson County Community College

\_\_\_\_\_  
For Starting Points, Inc.

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Print Name

Date: \_\_\_\_\_  
**Hudson County Community College**

Date \_\_\_\_\_

**Early Childhood Education AAS**  
**Courses/Credits for Starting Points, Inc.**

**General Education** **22 credits**  
**(Credits must be earned at community colleges or transferred as course equivalents)<sup>A-</sup>**

CSS100: College Survival Skills	1
ENG 101: College Composition I	3
ENG 102: College Composition II	3
ENG 112: Speech	3
CSC 100: Intro. To Computers & Computing	3
MAT ....: Math Elective	3
PSY 101: Introduction to Psychology	3
... ..: Diversity Elective	3

<sup>A-</sup> Note: Each NJ Community College has its own graduation requirements for AAS degrees which must be met by the student in order to graduate.

**Career Core** **42 credits**

**A total of 18 credits will be transferred in recognition of *Starting Points, Inc.*'s Apprenticeship Program experience based on the following course to course mapping.**

<b>HCCC</b>		<b>Starting Points</b>	
<b>Course</b>	<b>Credit Hrs.</b>	<b>Course Equivalent</b>	<b>Credit Rec.</b>
ECE 201 - Intro to Early Childhood Education	3	Child Development	3
ECE 211 - Early Childhood Curriculum	3	Curriculum in Early Childhood Education	3
ECE 214 - Guiding the Young Child's Behavior	3	Guidance of Young Children	3
ECE 215 - Emerging Literacy	3	Emergent Literacy in Early Childhood	3
SED 235 - Young Children with Special Needs	3	Working with Children with Special Needs	3
INTD 250 - Child Family and Community	3	Family/Teacher/School in Partnership	3
<b>TOTAL</b>	<b>18</b>	<b>TOTAL</b>	<b>18</b>
<b>Total Career Core Credits transferred from Starting Points, Inc. = 18</b>			

**DEGREE TOTAL**

**64 credits**



**Chart showing breakup of AAS-ECE degree program credits for transfer students from Starting Points Inc.**

<b>HCCC - Associate in Applied Science in Early Childhood Education (A.A.S.- ECE) Degree</b>		<b>Earned at College</b>	<b>Transferred from Starting Points Inc.</b>
<b>General Education Requirements (22 credits)</b>	Communication - 6 credits <input type="checkbox"/> ENG-101 College Composition I <input type="checkbox"/> ENG-102 College Composition II	✓	
	Math/science/technology -3 credits <input type="checkbox"/> MA 100, 104, 106, 107, 108, 110, 111, 112, 211, 212, 215	✓	
	Social Science/ Humanities/ History/Diversity - 3 credits <input type="checkbox"/> PSY-101 Introduction to Psychology	✓	
	Unassigned Gen Ed - 10 credits <input type="checkbox"/> ENG-112 Speech <input type="checkbox"/> CSC-100 Intro to Computers & Computing <input type="checkbox"/> CSS-100 College Survival Skills <input type="checkbox"/> ONE DIVERSITY ELECTIVE	✓	
<b>Career Core/Major Requirements (42 credits)</b>	<b>Required courses - 15 credits</b>		
	<input type="checkbox"/> ECE-201 Intro to Early Childhood Educ		✓
	<input type="checkbox"/> LIT-209 Children's Literature	✓	
	<input type="checkbox"/> INTD-250 The Child, Family & Community		✓
	<input type="checkbox"/> PSY-211 Developmental Psychology I	✓	
	<input type="checkbox"/> SED-235 Young Children With Special Needs		✓
	<b>electives - 27</b>		
	<input type="checkbox"/> ECE-211 Early Childhood Curriculum		✓
	<input type="checkbox"/> ECE-214 Guiding the Young Child's Behavior		✓
	<input type="checkbox"/> ECE-215 Emerging Literacy		✓
	<input type="checkbox"/> 4 Additional Early Childhood Electives	✓	
	<input type="checkbox"/> 1 Fine Arts Elective	✓	
	<input type="checkbox"/> 1 Science Elective	✓	
<b>Total Required Degree Credits = 64</b>		<b>46 Credits</b>	<b>18 Credits</b>

**HUDSON COUNTY COMMUNITY COLLEGE  
BOARD OF TRUSTEES MEETING  
August 14, 2012**

**X. NEW BUSINESS**

**1. Litigation against Penguin Imaging.**

**WHEREAS**, Hudson County Community College ("College") owned six (6) copy machines and leased approximately twenty-seven (27) machines through direct lease deals with differing manufacturers including, among others: Xerox, Konica, Minolta, Oce and Toshiba; and

**WHEREAS**, the College was approached by Penguin Imaging, a State approved Contractor with a plan to consolidate all leases and maintenance programs into one (1) monthly payment; and

**WHEREAS**, the College was induced by Penguin Imaging to enter into certain financing arrangements with Marlin Leasing Corporation and Municipal Capital Corporation; and

**WHEREAS**, the Board of Trustees of the College has been advised by College Counsel and Administration that Penguin Imaging has breached and broken various promises and agreements regarding the financing, delivery and maintenance of the copiers ("Agreements"); and

**WHEREAS**, efforts at an amicable resolution of the open issues with Penguin Imaging have been unsuccessful.

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Trustees does hereby approve the institution of litigation against Penguin Imaging to resolve all of such issues arising from the relationship, protect the interests of the College and pursue damages as may be arising from the breach of the Agreements by Penguin Imaging.

**BE IT FURTHER RESOLVED** that the College's General Counsel, Scarinci Hollenbeck is directed to undertake the litigation and pursue such course of litigation and strategy as it deems best in the circumstances.

**BE IT FURTHER RESOLVED** that Scarinci Hollenbeck shall provide regular reports to the Board of Trustees as to the status of the litigation.

**INTRODUCED BY:** Katia Stack

**SECONDED BY:** Bakari Lee

**DATE:** August 14, 2012

Fahrenholz, Karen	<u>AYE</u>
Fife, James	<u>ABSENT</u>
Kenny, Roberta	<u>ABSENT</u>
Kosakowski, Joanne	<u>AYE</u>
Lee, Bakari	<u>AYE</u>
Peña, Jeanette	<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

8-14-12  
Date



**HUDSON COUNTY COMMUNITY COLLEGE  
BOARD OF TRUSTEES MEETING  
August 14, 2012**

**XI. ADJOURNMENT**

**THAT**, the meeting be adjourned at 7:10 P.M.

**INTRODUCED BY:** Katia Stack

**SECONDED BY:** Bakari Lee

**DATE:** August 14, 2012

Fahrenholz, Karen	<u>AYE</u>
Fife, James	<u>ABSENT</u>
Kenny, Roberta	<u>ABSENT</u>
Kosakowski, Joanne	<u>AYE</u>
Lee, Bakari	<u>AYE</u>
Peña, Jeanette	<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

8-14-12  
Date