

HUDSON COUNTY COMMUNITY COLLEGE

Regular Meeting--Board of Trustees

Tuesday, September 8, 2020

70 Sip Avenue

Jersey City, NJ 07306

5:00 P.M.

VIA ZOOM

Please download the Zoom app on a computer or mobile device and use the following Meeting ID:
Webinar ID: 987 5971 7090. Alternatively, members of the public may visit the following link and join the meeting via Video Conference:

<https://zoom.us/j/98520650691?pwd=QjEySXJ2SnFRcmxBMXgyOWVvMENUUT09>

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1. Join the meeting using Zoom Audio. Participants can "raise their hand" with an icon.
2. All microphones of public speakers will be muted except during the public portion of the meeting. When you hear your name announced during the public portion of the meeting, you may address the Board of Trustees. After a speaker's time expires, that individual's microphone will be muted to allow other speakers the opportunity to address the Board. Each user will have the capability to participate via audio only.

Only members of the public using Zoom Audio will be able to participate during the public portion. Members of the public will not be able to speak in the public portion if using the telephone number option.

AGENDA

I. CALL TO ORDER - FLAG SALUTE

Mr. Netchert

II. ROLL CALL AND RECOGNITION OF VISITORS

Trustees:

Joseph Doria

Karen Fahrenholz, Secretary/Treasurer

Adamarys Galvin

Pamela Gardner

Roberta Kenny

Bakari Lee, Vice Chair

William Netchert, Chair

Jeanette Peña

Christopher Reber, President

Silvia Rodriguez

Abderahim Salhi – Student Alumni Representative

Harold Stahl

III. COMMENTS FROM THE PUBLIC

Mr. Netchert

- IV. CLOSED SESSION** *(The Board of Trustees will determine whether there is a need to go into closed session at the beginning of the meeting. If there is such a determination, an announcement will be made as to where the session will be placed on the agenda.)*
- V. REPORTS**
- | | | |
|----|---|-----------|
| 1. | Student Government Association President's Report | Mr. Rigby |
| 2. | All College Council President's Report | Ms. Drew |
| 3. | President's Report | Dr. Reber |
- VI. REGULAR MONTHLY REPORTS AND RECOMMENDATIONS**
- | | | |
|----|------------------------------|-----------|
| 1. | Minutes of Previous Meetings | Dr. Reber |
| 2. | Gifts, Grants, and Contracts | |
- VII. FISCAL, ADMINISTRATIVE, LEASE, AND CAPITAL RECOMMENDATIONS**
- | | | |
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| | | Dr. Reber |
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- VIII. PERSONNEL RECOMMENDATIONS**
- | | | |
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| | | Dr. Reber |
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- IX. ACADEMIC AND STUDENT AFFAIRS RECOMMENDATIONS**
- | | | |
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| | | Dr. Reber |
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- X. NEW BUSINESS**
- | | | |
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| | | Mr. Netchert |
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- XI. ADJOURNMENT**
- | | | |
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| | | Mr. Netchert |
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**HUDSON COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES MEETING
September 8, 2020**

CALL TO ORDER

I. FLAG SALUTE

II. ROLL CALL AND RECOGNITION OF VISITORS

Trustees:

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

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

MEETING INTRODUCTION

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

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

**HUDSON COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES MEETING
September 8, 2020**

III. COMMENTS FROM THE PUBLIC

**HUDSON COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES MEETING
September 8, 2020**

IV. CLOSED SESSION

**HUDSON COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES MEETING
September 8, 2020**

V. REPORTS

1. *Student Government Association President's Report*
2. *All College Council President's Report*
3. *President's Report*
 - a. *Lori Margolin, Dean of Continuing Education and Workforce Development:
Entrepreneurial Partnerships*

**HUDSON COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES MEETING
September 8, 2020**

VI. REGULAR MONTHLY REPORTS AND RECOMMENDATIONS

1. MINUTES OF PREVIOUS MEETING

The Minutes of the Regular Meeting of August 11, 2020 are herewith officially submitted to the Board of 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 August 11, 2020.

2. GIFTS, GRANTS, AND CONTRACTS REPORT

The College has received the following grant award:

TITLE: Early College Bridge Program

AGENCY: PNC Foundation

PURPOSE OF THE GRANT: The funds are designated to support the Early College Bridge Program.

COLLEGE ADMINISTRATOR: HCCC Foundation and Grants Staff

COLLEGE CONTRIBUTION: \$0

AWARD AMOUNT: \$11,000 for 1 year

RESOLUTION:

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

INTRODUCED BY: Bakari Lee

SECONDED BY: Karen Fahrenholz

DATE: September 8, 2020

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

10 Aye 0 Nay

RESOLUTION ADOPTED

Jennifer Oakley

Signature of Recorder

September 8, 2020

Date

ATTACHMENT A
ITEM VI - Minutes of Previous Meeting

Minutes
 Regular Meeting
 8-11-20

HUDSON COUNTY COMMUNITY COLLEGE
Board of Trustees Meeting
Remote Participation via Zoom
5:00 P.M.

REGULAR MEETING --- BOARD OF TRUSTEES
August 11, 2020

MINUTES

PRESENT: Joseph Doria; Karen Fahrenholz; Adamarys Galvin; Pamela Gardner; Roberta Kenny; Bakari Lee; William Netchert; Jeanette Peña; Christopher Reber (ex officio); Silvia Rodriguez; Abderahim Salhi, Student Alumni Representative (ex officio); and Harold Stahl

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

I. CALL TO ORDER - FLAG SALUTE

II. ROLL CALL

III. COMMENTS FROM THE PUBLIC – There were no comments from the public.

IV. CLOSED SESSION – None

V. REPORTS

1. Student Government Association (SGA) President's Report

Student Government Association President Warren Rigby offered the following report.

SGA has participated on various committees such as the Return to Campus Task Force and the President's Advisory Council on Diversity, Equity and Inclusion to ensure that there is an active student voice at all meetings.

SGA has assisted in writing the Thermal Mirror protocols and questionnaires for returning to campus in Spanish.

"Student Corner" continues to be a success. We are approaching the 4th month for a total of 18 episodes. The "Student Corner" is scheduled every Thursday. It provides students an active platform to ask questions and have a continued dialogue.

SGA created the "Story Hour" in collaboration with our library staff. It has been a continued success as well.

Due to these unprecedented times, we have decided to forgo the elections for Executive Board members. There are currently seventeen individuals interested in joining the SGA for the 2020-21 academic year. Over the next few days we will be holding a series of three different meetings.

- The first meeting will encompass President, Vice President, and Director of Communications for the Journal Square and North Hudson Campuses.
- The second meeting will encompass Director of Record Keeping, Director of Finance, Director of Community Outreach, and Director of Inter-Club Council.
- The third meeting will incorporate the senators and the volunteers.

These meetings are set up to answer questions and to talk to each candidate. Warren Rigby and the Student Life and Leadership Committee will start to work on the appointments to different roles and positions. After appointments have been accepted, a virtual swearing in will be held. Training of all new Executive Board offices in conjunction with clubs and organizations will occur later in August. In the event a President is not chosen, Warren Rigby is willing to stay on as the SGA Interim President until someone has been chosen.

2. All College Council President's Report

All College Council President Lauren Drew offered the following report.

The All College Council Committee Chairs have been actively serving as representatives on external councils and committees, including Sharon Daughtry on the *College Service Day Planning Committee* and Shannonine Caruana and Peter Cronrath on the *Returning to Campus Task Force*.

In July the *Restart Plan* was shared with the College community. I would like to thank the participating members of the ACC, who, along with members of the *RTC Task Force*, the Professional Association and other members of the College community, contributed to the completion of this important document.

In anticipation of the new academic year, the ACC's committee chairs and secretaries will be gathering next week at a summer retreat for a planning and goal-setting session.

We also will be welcoming three new committee chairs: Christopher Conzen is the new Chair of the Student Affairs Committee; Eric Adamson and Faiza Fayyaz will be the Co-chairs of the *Space and Facilities Committee*.

This week the ad hoc sub-committee on charter review is resuming its work. A primary issue under discussion is how adjunct instructors may be incorporated into the ACC.

We are all looking forward to the ACC's first meeting of the fall semester, which will take place virtually following the College Service Day programming on August 26.

3. President's Report

President Reber offered the following remarks.

Good evening Trustees, colleagues and guests.

I hope you are all safe and well! It is great to see you today!

I would like to begin with some wonderful news!

Last week we learned that the Association of Community College Trustees has chosen Professor of Humanities Laurie Riccadonna to receive the 2020 ACCT Outstanding Faculty Member Award for the Northeastern United States! Laurie will be honored at ACCT's national convention, the ACCT Leadership Congress, in early October. This is a very significant honor, and one that is exceptionally well deserved.

As you will recall, ACCT recognized Chairman Netchert last year as the outstanding Trustee for the Northeastern United States. To have a Trustee and a faculty member recognized back to back in this way is a true point of pride for our entire HCCC family!

Professor Riccadonna, thank you for all you do for our students and College! Kudos, and congratulations!

On behalf of the entire College community, I also want to acknowledge and thank three long-serving and valued members of our faculty, who are retiring.

- Professor of Chemistry, Thomas Hsieh;
- Professor of English and ESL, Chandridat Persaud; and,
- Assistant Professor of English, Timothy Peacock.

Thomas, Chandridat and Timothy, thank you for your many years of exemplary service to our students and our College! We are very happy for you, but we will miss you greatly!

I am also delighted to share that Director of Health Related Programs, Kathleen Smith-Wenning, has been accepted by *Project Hope* for a two-week, intensive, volunteer deployment in Bethesda, MD, serving an African diaspora community suffering high rates of COVID-19 infection. *Project Hope* is a well-respected, world-class, global relief organization. Kathleen and other volunteers from throughout the country are in Maryland now, working in partnership with social workers to identify and conduct COVID-19 related outreach to vulnerable people, families, communities and facilities, and coordinate medical referrals when necessary.

Kathleen has provided strong leadership at HCCC during the pandemic, including her leadership as co-chair of our COVID-19 Task Force and her continued strong participation and service as a member of the HCCC Return to Campus Task Force. Congratulations, and thanks, Kathleen, for your inspirational leadership and commitment to helping others!

I also want to recognize and thank Professor Dorothy Anderson, Associate Vice President Darryl Jones, Coordinator of North Hudson Campus Amaalah Ogburn, North Hudson Campus Executive Director Yeury Pujols, and other colleagues who organized and offered an inspirational tribute last week to the late Congressman, Civil Rights Leader, and American Hero, John Lewis. It was a very touching tribute and celebration of Congressman Lewis' life and legacy.

Our gradual return to on-campus operations continues to move forward. We continue to plan to offer approximately 85% of our fall courses online or remotely, with courses that require use of facilities on campus, such as Culinary, Health Sciences, and some STEM lab courses, offered partly on-ground, and mostly in a hybrid format.

We are exceeding safety protocols recommended by the Centers for Disease Controls and other health agencies to ensure the safest possible environment for our students, faculty and staff.

We will continue offering all student support services remotely throughout the fall. In addition, today our staff began offering on-ground services by appointment in areas such as Financial Aid, Testing, Registration, Admissions, and others.

Our Return to Campus Task Force, comprised of students, faculty and staff, including health professionals, has done extraordinary work to plan and prepare.

Similarly, our staff members in Online Learning and Information Technology Services are offering exceptional support to help students, faculty and staff navigate the challenges of online and remote learning.

Today I have asked Executive Director of Online Learning, Archana Bhandari, to speak briefly about the services she and her team are providing through the Center for Online Learning.

I will return after Archana finishes her comments for some final remarks.

The following hyperlink: [College Faculty and Student Online Learning](#) contains the Powerpoint presentation submitted by Archana Bhandari.

President Reber resumed his remarks.

We have completed our first year as a member of the *Achieving the Dream* network of high-performing community colleges. As you are aware, ATD member colleges are dedicated to continuous improvement in student retention, degree completion, transfer, and success through the use of data and best practices. This work has engaged faculty, staff and students across the College and beyond over the past year. I thank everyone who is contributing to and advancing our student success initiatives.

Recently, our *ATD Dream Team*, comprised of more than 30 faculty, staff and students, completed HCCC's *Student Success Action Plan* that discusses what we have learned as a community over the past year, and how we intend to focus our student success efforts for the coming year and beyond based on data and best practices.

I thank *Dream Team* co-chairs, Heather DeVries and Dr. Sheila Dynan; Executive Director of Institutional Research, John Scanlon; and all team members for their dedicated work over the past year.

For each overarching strategy in our plan, working teams will be formed, and the plan will be discussed at upcoming college-wide open fora.

I also thank all of our colleagues who have participated in the development of HCCC's new *Academic Master Plan*, which is on this evening's agenda for Board approval. The *Academic Master Plan* dovetails beautifully with the *Student Success Action Plan* and with the recently developed goals of the President's Advisory Council for Diversity, Equity and Inclusion. This comprehensive planning is providing the foundation for our new College Strategic Plan that we will complete in 2021.

I thank Executive Vice President and Provost, Dr. Eric Friedman, for his leadership of our Academic Master Plan and college-wide strategic planning processes.

Before I conclude, I would like to celebrate our College's continued engagement and commitment to addressing racism and intolerance in our society. I am so inspired, daily, by the outstanding programs, activities, conversations and engagement throughout our HCCC community. I thank President's Advisory Council for Diversity, Equity and Inclusion co-chairs, Lilisa Williams and Yeury Pujols, and all members of PACDEI, for their engaged and inspirational work. I also thank Trustees Bakari Lee and Pamela Gardner for their leadership and support of these efforts, as members of PACDEI and as Trustees.

Trustee Gardner is arranging an HCCC virtual networking meeting for African American leaders and clergy. This will provide an opportunity to discuss how we can strengthen our outreach and collaboration with members of the African American community, and, together, an opportunity to share the many educational and cultural opportunities at HCCC. I hope this will be the start of regular meetings with African American clergy to strengthen our partnerships and collective action in order to better serve members of our community.

As you are aware, we are also meeting and working together in this way with our new HCCC Advisory Council of Latino clergy, community leaders, and HCCC community members. I thank Vice President Nicholas Chiaravalloti and his team for their leadership and support for this work. These partnerships and collaborations are an essential component of our Diversity, Equity and Inclusion goals and vision.

Finally, I am looking forward to our second annual Board and Presidential Retreat on Thursday, August 20. I thank Trustee Bakari Lee for his counsel in developing the retreat agenda. We look forward to welcoming back to HCCC – at least virtually – Montgomery College President, Dr. DeRionne Pollard, who will again facilitate our time together.

I will end there, but, as always, I would be happy to entertain questions or comments.

Thank you all!

Trustee Bakari Lee offered the following remarks.

New Jersey achieved a clean sweep of all of the awards at ACCT for the northeast region; e.g., Professional Board Staff, Faculty, Trustee, and Diversity, Equity and Inclusion Award. This is something that we can all be proud of.

Kudos to Trustee Gardner for the work that she's doing with the African American clergy. It dovetails very nicely with the work of the President's Advisory Council on Diversity, Equity and Inclusion.

I look forward to all the Trustees participating in the August 20 Board Retreat via Zoom. Thank you, Chris, for spearheading it. Congratulations on all of the *Achieving the Dream* work. I suggest that the results of that work be used in a substantive manner at our August 20 Board Retreat. From a statistical and planning standpoint, I'd like to see what that work has been regarding student success to give the Trustees an opportunity to consider it. And, figure out how we think the College should chart its course going forward to correctly use that data to provide the best services.

VI. REGULAR MONTHLY REPORTS AND RECOMMENDATIONS

1. *Minutes of the Regular Meeting of June 9, 2020.*

Introduced by: Karen Fahrenholz

Seconded by: Jeanette Peña

10 Ayes.....0 Nays

Resolution Adopted

VII. FISCAL, ADMINISTRATIVE, LEASE, AND CAPITAL RECOMMENDATIONS 1-49

1. *Resolution Approving Acceptance of OSHE Funds*
2. *Resolution Authorizing Purchase of HVAC Ultraviolet Light System to be Funded by CARES Act Grant*

3. *Resolution Authorizing Purchase of Thermal Mirrors to be Funded by CARES Act Grant*
4. *Resolution Authorizing Purchase of Sanitizing Liquid and Dispensers to be Funded by CARES Act Grant*
5. *Resolution Authorizing Purchase of Portable Sneeze Guards to be Funded by CARES Act Grant*
6. *Resolution Authorizing Purchase of Shelving to be Funded by CARES Act Grant*
7. *Resolution Authorizing Purchase of Signage to be Funded by CARES Act Grant*
8. *Resolution Authorizing Purchase of Smart TV Systems to be Funded by CARES Act Grant*
9. *Resolution Authorizing Purchase of Smart TVs and Sound System Upgrades to be Funded by CARES Act Grant*
10. *Resolution Authorizing Purchase of Portable Interactive Display Systems to be Funded by CARES Act Grant*
11. *Resolution Authorizing Purchase of Dell Computers and Monitors for Culinary Remote Instruction to be Funded by CARES Act Grant*
12. *Resolution Authorizing Purchase of Audio and Video Equipment for 870 Bergen Avenue Classrooms to be Funded by CARES Act Grant*
13. *Resolution Authorizing Purchase of Video Conferencing System for 870 Bergen Avenue Classroom to be Funded by CARES Act Grant*
14. *Resolution Authorizing Purchase of Dell Laptops for STEM Multipurpose Room to be Funded by CARES Act Grant*
15. *Resolution Authorizing Purchase of ITV Telepresence and Remote Sharing System for STEM Multipurpose Room to be Funded by CARES Act Grant*
16. *Resolution Authorizing Purchase of Furniture for STEM Building to be Funded by CARES Act Grant*
17. *Resolution Authorizing Purchase of Various STEM Laboratory Supplies to be Funded by CARES Act Grant*
18. *Resolution Authorizing Purchase of Labster License to be Funded by CARES Act Grant*
19. *Resolution Authorizing Purchase of Cisco Network Equipment to be Funded by CARES Act Grant*
20. *Resolution Authorizing Purchase of Cisco Internet Access Equipment to be Funded by CARES Act Grant*
21. *Resolution Authorizing Purchase of Cisco Unified Communications Telephone System Upgrade to be Funded by CARES Act Grant*
22. *Resolution Authorizing Purchase of Projector Upgrades*

23. *Resolution Authorizing Renewal of College Campus-Wide Software License Agreement*
24. *Resolution Authorizing Renewal of SmartNet Technical Support and Hardware Coverage*
25. *Resolution Authorizing Renewal of Texting Platform for Enrollment Services*
26. *Resolution Authorizing Purchase of Extermination Services*
27. *Resolution Authorizing Purchase of Ground Maintenance Services for Journal Square Campus*
28. *Resolution Authorizing Purchase of Generator Service Contract for Gabert Library, North Hudson Campus, and STEM Building*
29. *Resolution Authorizing Water Chemical Treatment Services*
30. *Resolution Authorizing Cooperative with County of Bergen*
31. *Resolution Authorizing Plumbing Maintenance and Repairs*
32. *Resolution Authorizing Purchase of Janitorial Supplies*
33. *Resolution Authorizing Purchase of Construction/Maintenance Supplies from Tsigonia Paint Sales*
34. *Resolution Authorizing Award of Contract to WW Grainger for Facilities Department Supplies and Equipment*
35. *Resolution Authorizing Award of Contract for Floor Mat Cleaning Services*
36. *Resolution Authorizing Equipment Maintenance in Culinary Arts Institute*
37. *Resolution Authorizing Purchase of Kitchen Equipment Cleaning Services for Culinary Conference Center*
38. *Resolution Authorizing Purchase of Specialty Food Products for Culinary Conference Center*
39. *Resolution Authorizing Purchase of Seafood Products for Culinary Conference Center*
40. *Resolution Authorizing Purchase of Dairy Products for Culinary Conference Center*
41. *Resolution Authorizing Purchase of Specialty Meat Products for Culinary Conference Center*
42. *Resolution Authorizing Purchase of Specialty Food Products for Culinary Arts Program*
43. *Resolution Authorizing Public Relations Support*
44. *Resolution Authorizing Purchase of Consultation Services for Latino Outreach*
45. *Resolution Authorizing Award of Review and Testing Course for Nursing Program*

46. Resolution Authorizing Purchase of Assessment and Review Program
47. Resolution Authorizing Purchase of i-Human Patients
48. Resolution Authorizing Purchase of vClinical Software
49. Resolution Authorizing Purchase of Adobe Digital Arts Creative Cloud License

Introduced by: Bakari Lee

Seconded by: Joseph Doria

10 Ayes.....0 Nays

Resolution Adopted

VIII. PERSONNEL RECOMMENDATIONS 1-11

1. RETIREMENTS

First Name	Last Name	Title	Effective Date
Thomas	Hsieh	Professor, Chemistry	July 1, 2020
Timothy	Peacock	Assistant Professor, English	August 31, 2020
Chandridat	Persaud	Professor, English and ESL	August 31, 2020

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

2. RESIGNATIONS

First Name	Last Name	Title	Effective Date
Luis	De Los Santos	Senior Maintenance Mechanic, Facilities	August 15, 2020
Addison	Keim	Career Coach, Career Services	August 14, 2020
Yelena	Landa	College Lecturer, Nursing Education Specialist	August 2, 2020
Christopher	Wahl	Assistant Vice President of Academic Affairs	July 15, 2020

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

3. APPOINTMENT OF FULL-TIME STAFF

First Name	Last Name	Title	Effective Date	Annual Salary
Elisabeth	Barnum	Apprenticeship Program Coordinator, Health Programs, Continuing Education and Workforce Development (Grant-Funded Position)	August 12, 2020	\$ 38,000

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

4. APPOINTMENT OF TEMPORARY FULL-TIME FACULTY THROUGH FALL 2020

First Name	Last Name	Title	Effective Date	Annual Salary
Philip	Doku	TFT Mathematics Instructor, STEM	August 16, 2020	\$ 53,690

Nicholetta	Prince	TFT Criminal Justice Instructor, Social Sciences	August 16, 2020	\$ 53,690
Rumana Hassin	Syed	TFT Computer Science/Cyber Security Instructor, STEM	August 16, 2020	\$ 53,690

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

5. APPOINTMENT OF TEMPORARY FULL-TIME STAFF

First Name	Last Name	Title	Effective Date	Annual Salary
Clara	Angel	Interim Coordinator, Continuing Education and Workforce Development	September 1, 2020-February 28, 2021	\$ 38,000
Jamar	Johnson	TFT Academic Advisor	August 12, 2020-December 31, 2020	\$ 45,000

RECOMMENDATION: The President, Administration and Personnel Committee recommend that the Board of Trustees approve the Appointment of Temporary Full-Time Faculty above as Personnel Recommendation Item No. 5.

6. APPOINTMENT OF PART-TIME STAFF THROUGH AUGUST 2021, AS NEEDED

FIRST NAME	LAST NAME	Division/Department	TITLE	POSITION ID	SUPERVISOR
Sirhan	Abdallah	Academic Support Services	Academic Coach	GRATUT-601021	Pamela Bandyopadhyay
Erika	Andal	Academic Support Services	Tutor	PT Tutor-150505	Pamela Bandyopadhyay
Christian	Bilankov	Academic Support Services	Tutor	PT Tutor-150505	Pamela Bandyopadhyay
Amy	Brown	Academic Support Services	Academic Coach	GRATUT-601021	Pamela Bandyopadhyay
Lori	Byrd	Academic Support Services	Academic Coach	GRATUT-601021	Pamela Bandyopadhyay
Joseph	Caniglia	Academic Support Services	Academic Coach	GRATUT-601021	Pamela Bandyopadhyay
Elissa	D'Aries	Academic Support Services	Tutor	PT Tutor-150505	Pamela Bandyopadhyay
Nadia	Dob	Academic Support Services	Tutor	PT Tutor-150505	Pamela Bandyopadhyay
Doris Grace	Ervin	Academic Support Services	Academic Coach	GRATUT-601021	Pamela Bandyopadhyay
Briana	Espinosa	Academic Support Services	Tutor	PT Tutor-150505	Pamela Bandyopadhyay
Raymond	Greenberg-Thompson	Academic Support Services	Tutor	PT Tutor-150505	Pamela Bandyopadhyay
Abdelrahman	Keraitam	Academic Support Services	Tutor	PT Tutor-150505	Pamela Bandyopadhyay
Soumeiya	Nasri	Academic Support Services	Academic Coach	GRATUT-601021	Pamela Bandyopadhyay
Derkyl	Paton	Academic Support Services	Academic Coach	GRATUT-601021	Pamela Bandyopadhyay

James	Pereira Shorey	Academic Support Services	Tutor	PT Tutor-150505	Pamela Bandyopadhyay
Samikshya	Poudel	Academic Support Services	Tutor	PT Tutor-150505	Pamela Bandyopadhyay
Jeremy	Purcell	Academic Support Services	Tutor	PT Tutor-150505	Pamela Bandyopadhyay
Dexter	Santos	Academic Support Services	Tutor	PT Tutor-150505	Pamela Bandyopadhyay
Manesha	Singh	Academic Support Services	Tutor	PT Tutor-150505	Pamela Bandyopadhyay
Diego	Villatoro	Academic Support Services	Tutor	PT Tutor-150505	Pamela Bandyopadhyay
Ashish	Tadke	Center for Online Learning	PT Instructional Technologist	11-101055-505455	Archana Bhandari
Priyanka	Mistry	Communications	PT Office Assistant	Communications	Jennifer Christopher
Neyla	Torres	Communications	PT Office Assistant	Communications	Jennifer Christopher
Adael	Acosta	Continuing Education & Workforce Development	PT Instructor	PTINST-102010 & PTINST-103005	Catherina Mirasol/ Lori Margolin
Robert H.	Bolmer	Continuing Education & Workforce Development	PT Instructor	PTINST-102010 & PTINST-103005	Catherina Mirasol/ Lori Margolin
John Eric	Jacobsen	Continuing Education & Workforce Development	PT Instructor	PTINST-102010 & PTINST-103005	Catherina Mirasol/ Lori Margolin
Fariha	Tasneem	Continuing Education & Workforce Development	PT Instructor	PTINST-102010 & PTINST-103005	Catherina Mirasol/ Lori Margolin
Lilisa	Williams	Continuing Education & Workforce Development	PT Instructor	PTINST-102010	Catherina Mirasol/ Lori Margolin
Kirwin	Alcantara	ITS	PC Technician	PTTECH-253025	Kenneth Melewski
Christian	Dominguez	ITS	PC Technician	PTTECH-253025	Kenneth Melewski
Kristofer	Fontanez	ITS	Web Developer	PTWEB-253025	Omar Williams
Richwyn	Nicandro	ITS	PC Technician	PTTECH-253025	Kenneth Melewski
Reynel	Zamora	ITS	PC Technician	PTTECH-253025	Kenneth Melewski
Elliot	Erhunmwuore	Library	Library Associate-Technology	150510	Jing Yang/ Jennie Pu
Eileen	D'Alessio	Nursing and Health Sciences	Skills Lab/Tutor	TUTOR-101017	Carol Fasano/ Catherine Sirangelo

Roslyn	Gourdine	Nursing and Health Sciences	Skills Lab/Tutor	TUTOR-101017	Carol Fasano/ Catherine Sirangelo
Regina	Holman	Nursing and Health Sciences	PT Skills Lab/Tutor	101017	Carol Fasano/ Catherine Sirangelo
Fabiola	Josaphat	Nursing and Health Sciences	Skills Lab/Tutor	TUTOR-101017	Carol Fasano/ Catherine Sirangelo
Susan	Lipyanka	Nursing and Health Sciences	Skills Lab/Tutor	TUTOR-101017	Carol Fasano/ Catherine Sirangelo
Yaritza	Martinez	Nursing and Health Sciences	Office Assistant	OFFAST-101017	Carol Fasano/ Catherine Sirangelo
Jaymee	Quintal-Brual	Nursing and Health Sciences	Skills Lab/Tutor	TUTOR-101017	Carol Fasano/ Catherine Sirangelo
Patricia	Sciaretta	Nursing and Health Sciences	Skills Lab/Tutor	TUTOR-101017	Carol Fasano/ Catherine Sirangelo
Rubi	Soriano	Nursing and Health Sciences	PT Skills Lab/Tutor	101017	Carol Fasano/ Catherine Sirangelo
Lauren	Wahl-Rivers	Nursing and Health Sciences	PT Skills Lab/Tutor	101017	Carol Fasano/ Catherine Sirangelo
Faizan	Aslam	Student Affairs/Enrollment Services	PT Enrollment Support	200525	Victoria Orellana/ Lisa Dougherty
Tytianna	Jackson	Student Affairs/EOF	PT Instructor	EOF	Jose Lowe
Tyler	Sarmiento	Student Affairs/Student Life and Leadership	Peer Leader	PEERLEA-701000	Veronica Gerosimo

RECOMMENDATION: The President, Administration and Personnel Committee recommend that the Board of Trustees approve the Appointment of Part-Time Staff listed above, as needed, as Personnel Recommendation Item No. 6.

7. APPOINTMENT OF NEW HIRE ADJUNCTS

First Name	Last Name	Department
Tochi	Amaechina	Nursing and Health Sciences
Anja	Deitmer	Nursing and Health Sciences
Simone	Lomax	Nursing and Health Sciences
Sharon	Sigona	Nursing and Health Sciences
Yavuz Birol	Guner	STEM

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

8. MODIFICATIONS TO STAFFING TABLE

Summary: In the wake of the resignation of Assistant Vice President for Academic Affairs, Christopher Wahl, we have chosen not to replace the position. Consequently, we are recommending that the position be collapsed and removed from the staffing table. By eliminating the position, the College will realize a

significant net savings (approximately \$93,000) through a focused re-organization in the academic branch. At the same time, we will provide a small number of team members with growth and development opportunities as they assume additional leadership responsibilities and expanded administrative roles through a redistribution of former Assistant Vice President responsibilities. Assistant Vice President Wahl had a large and varied portfolio of responsibilities and these leaders will step up to carry the work forward.

Impacted Titles:

Current Approved Title	New Title/ Deleted Title (if applicable)	Incumbent (If applicable)	Salary Adjustment (If applicable)	Effective Date
Assistant Vice President, Academic Affairs	Delete Title	Vacant Position	Vacant Position, last salary at \$132,612.50. Position will be collapsed.	August 12, 2020
Executive Director, Secaucus Center	Change Title: Executive Director, Secaucus Center and Early College Programs	Christopher Conzen	From: \$109,200.00 To: \$120,000	July 16, 2020
Assistant Dean, Academic Affairs	Change Title: Associate Dean, Academic Affairs	Heather DeVries	From: \$ 85,500.48 To: \$ 95,000	August 12, 2020
Executive Director, North Hudson Campus	No Title Change	Yeurys Pujols	From: \$114,400.00 To: \$ 120,000	August 12, 2020
Associate Dean, Academic Development and Support Services	No Title Change	Pamela Bandyopadhyay	From: \$105,605.57 To: \$112,000	August 12, 2020
Coordinator, Leap Programs	Change Title: Coordinator, Early College Programs	Jennifer Rodriguez	From: \$ 48,722.00 To: \$52,000	August 12, 2020
Program Assistant, Early College Programs (approved existing position)	Change Title: Student Success Coach, Early College Programs	Vacant Position	Vacant Position, last salary at \$40,000.	August 12, 2020

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

9. Resolution Authorizing the Award of an External Consultant for Hudson County Community College Mission Review

WHEREAS, Hudson County Community College ("College") requires the services of Richard Voorhees, as a consultant, for the review and update of the College's Mission, Vision, and Values; and,

WHEREAS, pursuant to N.J.S.A 18A:64A-25.5 (1), this service is exempt from public bidding; and,

WHEREAS, the anticipated term is August 15, 2020 until November 30, 2020; and,

WHEREAS, the Consultant will be compensated at a rate of \$1,500 per day, not to exceed \$15,000 for these services; and,

WHEREAS, the cost of the services will be funded from the Academic Affairs division budget; and,

WHEREAS, the President, Administration and Personnel Committee recommend this award;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Hudson County Community College grant Consultant status to Richard Voorhees at an amount not to exceed \$15,000.

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

10. Resolution Amending the Effective Date of Philip Cafasso's Tenured Professor Appointment to August 16, 2020

WHEREAS, the Board of Trustees approved Philip Cafasso's ("Cafasso") return to faculty position effective July 1, 2020, at its meeting of June 9, 2020; and,

WHEREAS, Cafasso's position of tenured Professor is within the bargaining unit of the Agreement between Hudson County Community College and the Hudson County Community College Professional Association; and,

WHEREAS, positions within the bargaining unit of the Professional Association are 10-month positions that start on August 16 and end on June 15, and do not earn vacation leave; and,

WHEREAS, Cafasso's former role of Associate Dean of Social Sciences and Humanities, a 12-month position, allowed for accruals of vacation leave time in accordance with the Agreement between Hudson County Community College and Hudson County Community College Academic Administrative Association ("Agreement"); and,

WHEREAS, Cafasso earned such vacation leave with pay and is entitled to such pay in accordance with the Agreement; and,

WHEREAS, by extending the effective date of Cafasso's faculty appointment to August 16, 2020, the College may pay all monies due to Cafasso for his former role and in accordance with the Agreement; and,

WHEREAS, the President, Administration and Personnel Committee recommend this amendment of the effective date;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Hudson County Community College approve the effective date of Philip Cafasso's Tenured Professor Appointment to August 16, 2020.

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

Introduced by: Karen Fahrenholz

Seconded by: Harold Stahl

10 Ayes.....0 Nays

Resolution Adopted

IX. ACADEMIC AND STUDENT AFFAIRS RECOMMENDATIONS

1. Resolution to Approve Academic Master Plan 2020-23
2. Resolution to Approve Agreement Between Hudson County Community College and West Orange Board of Education for the Delivery of Culinary Arts Curriculum
3. Resolution to Approve Agreement Between Hudson County Community College and Alaris Health at Hamilton Park

4. *Resolution to Approve Agreement Between Hudson County Community College and Peace Care St. Ann's and St. Joseph's*
5. *Resolution to Approve Agreement between Hudson County Community College and Clara Maass Medical Center*

Introduced by: Pamela Gardner

Seconded by: Jeanette Peña

10 Ayes.....0 Nays

Resolution Adopted

X. NEW BUSINESS

XI. ADJOURNMENT 5:50 P.M.

Introduced by: Karen Fahrenholz

Seconded by: Joseph Doria

10 Ayes.....0 Nays

Resolution Adopted

**HUDSON COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES MEETING
September 8, 2020**

VII. FISCAL, ADMINISTRATIVE, LEASE, AND CAPITAL RECOMMENDATIONS

1. Resolution Authorizing Purchase of Interactive Projector Systems for Gabert Library Classrooms to be Funded by CARES Act Grant

WHEREAS, due to COVID-19, Hudson County Community College ("College") needs to purchase and install Interactive Projector Systems in four (4) Gabert Library classrooms to support the immediate need for continued and enhanced remote, hybrid learning, and social distancing for classes during the pandemic; and,

WHEREAS, the systems include finger touch ultra-short throw projectors, magnetic dry erase whiteboards, and large classroom sound systems; and,

WHEREAS, pursuant to N.J.S.A. 18A:64A-25.6, the College may award a contract without public advertising for bids when an emergency affecting the health, safety, or welfare of occupants of college property requires the immediate delivery of the materials or supplies or the performance of the work; and,

WHEREAS, Office Business Systems has quoted a price for the purchase and installation at a cost not to exceed \$24,132; and,

WHEREAS, the cost of these services will be funded from the United States Department of Education CARES Act Grant; and,

WHEREAS, the Administration and Finance Committee recommend this purchase;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Hudson County Community College award a contract to Office Business Systems of Lincoln Park, New Jersey, to provide the Interactive Projector Systems as described herein at a cost not to exceed \$24,132;

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

2. Resolution Authorizing Purchase of Water Remediation Services to be Funded by CARES Act Grant

WHEREAS, due to COVID-19 and in anticipation of the resumption of in-person classes, Hudson County Community College ("College") needs to purchase water remediation services to ensure that all water is safe and free from bacteria; and,

WHEREAS, pursuant to N.J.S.A. 18A:64A-25.6, the College may award a contract without public advertising for bids when an emergency affecting the health, safety, or welfare of occupants of college property requires the immediate delivery of the materials or supplies; and,

WHEREAS, Omega Environmental Services, Inc. has submitted a proposal to provide the water remediation services at a cost not to exceed \$61,000; and,

WHEREAS, the cost of these services will be funded from the United States Department of Education CARES Act Grant; and,

WHEREAS, the Administration and Finance Committee recommend this purchase;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Hudson County Community College award a contract to Omega Environmental Services, Inc. of South Hackensack, New Jersey, to provide water remediation services as described herein at a cost not to exceed \$61,000;

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

3. Resolution Authorizing Purchase of Water Sampling Services to be Funded by CARES Act Grant

WHEREAS, due to COVID-19 and in anticipation of the resumption of in-person classes, Hudson County Community College ("College") needs to purchase water sampling services to ensure that all water is safe and free from bacteria; and,

WHEREAS, pursuant to N.J.S.A. 18A:64A-25.6, the College may award a contract without public advertising for bids when an emergency affecting the health, safety, or welfare of occupants of college property requires the immediate delivery of the materials or supplies; and,

WHEREAS, Garden State Environmental has submitted a proposal to provide the water sampling services at a cost not to exceed \$48,382; and,

WHEREAS, the cost of these services will be funded from the United States Department of Education CARES Act Grant; and,

WHEREAS, the Administration and Finance Committee recommend this purchase;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Hudson County Community College award a contract to Garden State Environmental of Little Falls, New Jersey, to provide water sampling services as described herein at a cost not to exceed \$48,382;

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

4. Resolution Authorizing Purchase of Water Filters to be Funded by CARES Act Grant

WHEREAS, due to COVID-19 and in anticipation of the resumption of in-person classes, Hudson County Community College ("College") needs to purchase one-hundred fifty (150) water filters for sinks to ensure that all water is safe and free from bacteria; and,

WHEREAS, pursuant to N.J.S.A. 18A:64A-25.6, the College may award a contract without public advertising for bids when an emergency affecting the health, safety, or welfare of occupants of college property requires the immediate delivery of the materials or supplies; and,

WHEREAS, Nephros has submitted a proposal to provide the water filters at a cost not to exceed \$30,400; and,

WHEREAS, the cost of these services will be funded from the United States Department of Education CARES Act Grant; and,

WHEREAS, the Administration and Finance Committee recommend this purchase;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Hudson County Community College award a contract to Nephros of South Orange, New Jersey, to provide water filters as described herein at a cost not to exceed \$30,400;

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

5. Resolution Authorizing Purchase of Portable Air Purifiers to be Funded by CARES Act Grant

WHEREAS, due to COVID-19 and in anticipation of the resumption of in-person classes, Hudson County Community College ("College") needs to purchase one-hundred fifty (150) portable air purifiers to capture 99.99% of all particles as small as .007 micron in size to keep students and faculty safe; and,

WHEREAS, pursuant to N.J.S.A. 18A:64A-25.6, the College may award a contract without public advertising for bids when an emergency affecting the health, safety, or welfare of occupants of college property requires the immediate delivery of the materials or supplies; and,

WHEREAS, Gil-Bar Industries has submitted a proposal to provide the portable air purifiers at a cost not to exceed \$201,825; and,

WHEREAS, the cost of these services will be funded from the United States Department of Education CARES Act Grant; and,

WHEREAS, the Administration and Finance Committee recommend this purchase;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Hudson County Community College award a contract to Gil-Bar Industries of New York, New York, to provide portable air purifiers as described herein at a cost not to exceed \$201,825;

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

6. Resolution Authorizing Purchase of Remote Help Desk Services to be Funded by CARES Act Grant

WHEREAS, due to COVID-19, Hudson County Community College ("College") needs to purchase remote help desk services to respond to technical inquiries via phone or internet from students and faculty who are working or studying remotely; and,

WHEREAS, pursuant to N.J.S.A. 18A:64A-25.5 (19), this service is exempt from bidding; and,

WHEREAS, Ellucian Company L.P. has provided a proposal to provide remote help desk support at a cost not to exceed \$7,000 per month; and,

WHEREAS, the term of the agreement will be month-to-month; and,

WHEREAS, the cost of these services will be funded from the United States Department of Education CARES Act Grant; and,

WHEREAS, the Administration and Finance Committee recommend this award;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Hudson County Community College award a contract to Ellucian Company, L.P. of Fairfax, Virginia, to provide the remote help desk services as described herein at a cost not to exceed \$7,000 per month;

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

7. Resolution Authorizing Purchase of Laptops to be Funded by CARES Act Grant

WHEREAS, due to COVID-19, Hudson County Community College ("College") needs to purchase thirty (30) Windows laptops to be used in classrooms and the tutoring center for remote instruction during the COVID-19 pandemic, and for loan to faculty; and,

WHEREAS, pursuant to N.J.S.A. 18A:64A-25.6, the College may award a contract without public advertising for bids when an emergency affecting the health, safety or welfare of occupants of college property requires the immediate delivery of the materials or supplies or the performance of the work; and,

WHEREAS, CDW-G was awarded a contract through E&I Cooperative Services and has quoted a price for the laptops at a cost not to exceed \$22,585; and,

WHEREAS, the cost of these services will be funded from the United States Department of Education CARES Act Grant; and,

WHEREAS, the Administration and Finance Committee recommend this purchase;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Hudson County Community College award a contract to CDW-G of Vernon Hills, Illinois, to provide the laptops as described herein at a cost not to exceed \$22,585;

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

8. Resolution Authorizing Purchase of Security Camera System for 20 Enos Parking Lot to be Funded by CARES Act Grant

WHEREAS, due to COVID-19, the management company at the 20 Enos parking lot ceased its operations at the lot; and,

WHEREAS, due to the limited parking in the area around the Hudson County Community College ("College") campus, the College intends to keep the lot open, requiring the purchase of a security camera system to monitor the safety and security within the lot; and,

WHEREAS, the system needs to be purchased and installed as soon as possible since the Fall 2020 semester has begun; and,

WHEREAS, pursuant to N.J.S.A. 18A:64A-25.5 (a) (10), this service is exempt from bidding; and,

WHEREAS, Johnston Communications Voice and Data submitted a proposal to provide these services at a total cost not to exceed \$56,982; and,

WHEREAS, the cost of these services will be funded from the United States Department of Education CARES Act Grant; and,

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

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Hudson County Community College award a contract to Johnston Communications Voice and Data of Kearny, New Jersey, to provide a security camera system as described herein at a cost not to exceed \$56,982;

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

9. Resolution Authorizing Renewal of Software License

WHEREAS, Hudson County Community College ("College") needs to renew a cloud subscription license to be used for device activation; enrollment; provisioning; remote data wipes; tracking and maintaining an inventory of Windows 10 devices; constructing and implementing device policies; and,

WHEREAS, pursuant to N.J.S.A. 18A:64A-25.5 (a) (3), the College may negotiate and award a contract for the purchase of goods or services that are copyrighted or patented without public advertising for bids; and,

WHEREAS, CDW-G was awarded a contract through E&I Cooperative Services and has quoted a price for the MOBILEIRON license renewal at a cost not to exceed \$22,174, which represents a 1% increase from the prior year; and,

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

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

WHEREAS, the Administration and Finance Committee recommend this award;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Hudson County Community College award a contract to CDW-G of Vernon Hills, Illinois, to provide the MOBILEIRON software license as described herein at a cost not to exceed \$22,174;

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

10. Resolution Authorizing Renewal of Maintenance Services for Fire Alarms

WHEREAS, Hudson County Community ("College") needs to renew the services of a vendor to provide professional repair and maintenance services for the fire alarms at the College; and,

WHEREAS, pursuant to N.J.S.A. 18A:64A-25.9, the College may, without public advertisement, purchase services pursuant to a contract entered into for such services on behalf of the State by the Division of Purchase and Property; and,

WHEREAS, Johnson Controls, Inc. (New Jersey State Contract #83717), the current vendor providing the services, submitted a proposal to provide maintenance services under the State Contract at a cost not to exceed \$46,748, which represents a 1% increase from the prior year; and,

WHEREAS, the term of this contract is Fiscal Year 2021; and,

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

WHEREAS, the Administration and Finance Committee recommend this award;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Hudson County Community College award a contract to Johnson Controls, Inc. of Rockaway, New Jersey, to provide professional repair and maintenance services as described herein at a cost not to exceed \$46,748;

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

11. Resolution Rescinding Agreement for December 2020 Commencement at New Jersey Performing Arts Center

WHEREAS, at its May 12, 2020 regular meeting, the Hudson County Community College Board of Trustees approved a rental contract with New Jersey Performing Arts Center to host the College's planned December 2020 Commencement Ceremony; and,

WHEREAS, the Executive Orders issued by the Governor in response to COVID-19 prohibit large gatherings, including the planned Commencement Ceremony, requiring the College to cancel the ceremony scheduled for December 10, 2020; and,

WHEREAS, as a result of the Executive Orders, the College no longer requires rental of space for a December 2020 ceremony;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Hudson County Community College hereby rescind their May 12, 2020 approval of the rental agreement;

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

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees approve the recommendations of the President, Administration, and Finance Committee as outlined above in **Item VII. Fiscal, Administrative, Lease and Capital Recommendations 1-11:**

1) Resolution Authorizing Purchase of Interactive Projector Systems for Gabert Library Classrooms to be Funded by CARES Act Grant; 2) Resolution Authorizing Purchase of Water Remediation Services to be Funded by CARES Act Grant; 3) Resolution Authorizing Purchase of Water Sampling Services to be Funded by CARES Act Grant; 4) Resolution Authorizing Purchase of Water Filters to be Funded by CARES Act Grant; 5) Resolution Authorizing Purchase of Portable Air Purifiers to be Funded by CARES Act Grant; 6) Resolution Authorizing Purchase of Remote Help Desk Services to be Funded by CARES Act Grant; 7) Resolution Authorizing Purchase of Laptops to be Funded by CARES Act Grant; 8) Resolution Authorizing Purchase of Security Camera System for 20 Enos Parking Lot to be Funded by CARES Act Grant; 9) Resolution Authorizing Renewal of Software License; 10) Resolution Authorizing Renewal of Maintenance Services for Fire Alarms; and 11) Resolution Rescinding Agreement for December 2020 Commencement at New Jersey Performing Arts Center.

INTRODUCED BY: Bakari Lee

SECONDED BY: Jeanette Peña

DATE: September 8, 2020

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

10 Aye 0 Nay
*****RESOLUTION ADOPTED*****

Jennifer Oakley September 8, 2020
 Signature of Recorder Date

**HUDSON COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES MEETING
September 8, 2020**

VIII. PERSONNEL RECOMMENDATIONS

1. RETIREMENTS

First Name	Last Name	Title	Effective Date
Nelida	Mojica	Enrollment Support Assistant	December 23, 2020
Julio	Morales	Assistant Director of Financial Aid	October 30, 2020

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

2. APPOINTMENT OF TEMPORARY FULL-TIME FACULTY THROUGH FALL 2020

First Name	Last Name	Title	Effective Date	Annual Salary
Michael	Rychel	Instructor, Business (Non-tenured)	September 9, 2020	\$53,690

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

3. APPOINTMENT OF PART-TIME STAFF THROUGH SEPTEMBER 2021, AS NEEDED

First Name	Last Name	Division/Department	Title	Position ID	Supervisor
Massiel	De Los Santos	Academic Affairs/ Humanities and Social Sciences	Office Assistant	OFFAST-101021	Jacquelyn Delemos
Tyquan	Grant	Academic Affairs/ Humanities and Social Sciences	Office Assistant	OFFAST-101021	Jacquelyn Delemos
Ryan	Orbach	Academic Affairs/ Humanities and Social Sciences	Office Assistant	OFFAST-101021	Jacquelyn Delemos
Samikshya	Poudel	Academic Affairs/STEM	Office Assistant	OFFAST-101015	Burl Yearwood
Tytianna	Jackson	Student Affairs/EOF	Tutor	150515	Jose Lowe
Bianelly	Tellez	Student Affairs/EOF	Tutor	150515	Jose Lowe
Michelle	Walezak	Student Affairs/EOF	Tutor	150515	Jose Lowe

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

4. APPOINTMENT OF NEW HIRE ADJUNCTS

First Name	Last Name	Department
Pamela	Henderson	Nursing and Health Sciences
Stacy	Spratley	Nursing and Health Sciences
Brianna	Taquinto	Nursing and Health Sciences
Christiana	Seiffer	STEM

RECOMMENDATION: The President, Administration and Personnel Committee recommend that the Board of Trustees approve the Appointment of New Hire Adjuncts listed above as Personnel Recommendation Item No 4.

5. MODIFICATION TO STAFFING TABLE

Current Approved Title	New Title/ Deleted Title (if applicable)	Incumbent (If applicable)	Salary Adjustment (If applicable)	Effective Date
College Lecturer (one position, unaffiliated)	Change Title: Clinical Site Coordinator, Nursing Program (position within the Academic Administrative Association)	No current incumbent	No current incumbent	September 9, 2020

RECOMMENDATION: The President, Administration and Personnel Committee recommend that the Board of Trustees approve the Modification of the Staffing Table listed above as Personnel Recommendation Item No 5.

6. Resolution on the Statement of Policy on Non-discrimination and Anti-Harassment

WHEREAS, the Board of Trustees ("Board") is committed to providing a working and learning environment free from discrimination and unlawful harassment; and,

WHEREAS, the President, Administration and Personnel Committee recommend a stand-alone Policy on Non-discrimination and Anti-Harassment as an overarching broad statement of intent of the Board; and,

WHEREAS, the Board will delegate to the President the responsibility to develop procedures and guidelines for the implementation of this policy;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees approve the attached Policy on Non-Discrimination and Anti-Harassment;

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

7. Resolution on the Statement of Policy on Sexual Harassment and Title IX

WHEREAS, the Board of Trustees ("Board") is committed to providing a working and learning environment free from sexual harassment and discrimination on the basis of sex in all programs and activities of the College; and

WHEREAS, the President, Administration and Personnel Committee recommend a stand-alone Policy on Sexual Harassment and Title IX, as an overarching broad statement of intent of the Board; and,

WHEREAS, this policy will replace the current Sexual Misconduct Policy; and,

WHEREAS, the Board will delegate to the President the responsibility to develop procedures and guidelines for the implementation of this policy;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees approve the attached Policy on Sexual Harassment and Title IX;

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

8. Resolution to Extend Certain Benefits to Eligible Part-Time Employees

WHEREAS, the Board of Trustees ("Board") recognizes the importance of the entirety of the College's workforce, including its part-time employees; and,

WHEREAS, the President, Administration and Personnel Committee recommend extending certain benefits, currently provided to full-time employees, to eligible part-time employees; and,

WHEREAS, these benefits include participation in the Additional Contributions Tax-Sheltered (ACTS) Program, as eligibility may be determined by the New Jersey Division of Pensions and Benefits, at no additional cost to the College; and,

WHEREAS, these benefits also include participation in the commuter benefit plan for qualified workplace mass transit and parking expenses, allowing employees to pay for these expenses on a tax-free basis through payroll deduction at an administrative cost to the College of \$5.25 per participant, per month; and,

WHEREAS, the Board will delegate to the President the responsibility to develop procedures and guidelines for the implementation of the extension of these benefits to part-time employees;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees extend certain benefits outlined in this resolution to eligible part-time employees;

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

NOW, THEREFORE BE, IT RESOLVED that the Board of Trustees approve the recommendations of the President, Administration and Personnel Committee as outlined above in **Item VIII. Personnel Recommendations 1-8:**

1) Retirements; 2) Appointment Of Temporary Full-Time Faculty Through Fall 2020; 3) Appointment Of Part-Time Staff Through September 2021, As Needed; 4) Appointment Of New Hire Adjuncts; 5) Modification To Staffing Table; 6) Resolution on the Statement of Policy on Non-discrimination and Anti-Harassment; 7) Resolution on the Statement of Policy on Sexual Harassment and Title IX; and 8) Resolution to Extend Certain Benefits to Eligible Part-Time Employees.

INTRODUCED BY: Karen Fahrenholz

SECONDED BY: Pamela Gardner

DATE: September 8, 2020

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

10 Aye 0 Nay

RESOLUTION ADOPTED

Jennifer Oakley

Signature of Recorder

September 8, 2020

Date

**HUDSON COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES MEETING
September 8, 2020**

IX. ACADEMIC AND STUDENT AFFAIRS

1. Resolution to Approve Agreement Between Hudson County Community College and International Brotherhood of Electrical Workers

WHEREAS, Hudson County Community College ("College") seeks to offer pathways to academic credit-bearing credentials for individuals who have earned industry-recognized credentials and certifications; and,

WHEREAS, the International Brotherhood of Electrical Workers Local 164 ("IBEW Local 164") seeks to offer its members the opportunity to earn academic credit towards a degree for their Electrical Training Alliance IBEW - NECA apprenticeship program; and,

WHEREAS, the College seeks to enter into an agreement (Attachment I) with IBEW Local 164 whereby College credit will be granted to those who have demonstrated academic proficiency in the study of Construction Management and who have successfully completed the Electrical Training Alliance IBEW - NECA apprenticeship program, retroactive to September 1, 2020; and,

WHEREAS, this academic credit will be applied towards the College's Associate of Applied Science Degree in Construction Management; and,

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

WHEREAS, the Administration, and Academic and Student Affairs Committee, recommend the approval of the agreement between Hudson County Community College and IBEW Local 164;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Hudson County Community College approve the agreement between Hudson County Community College and IBEW Local 164, retroactive to September 1, 2020;

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

2. Resolution to Approve Dual Admissions Agreement Between Hudson County Community College and New Jersey City University to Offer an A.S. Criminal Justice to B.S. Criminal Justice Degree Pathway for HCCC Students

WHEREAS, Hudson County Community College ("College") seeks to optimize community engagement through the development of seamless academic pathways with K-20 partners and in support of the College's mission to provide high-quality educational opportunities that promote student success; and,

WHEREAS, the College offers an Associate of Science in Criminal Justice degree program as part of its inventory of programs; and,

WHEREAS, a central goal of the Associate of Science in Criminal Justice degree program is the successful transfer of its students to a four-year university; and,

WHEREAS, New Jersey City University ("NJCU") offers a Bachelor of Science in Criminal Justice degree program through its College of Professional Studies; and,

WHEREAS, the College seeks to enter into an agreement (Attachment II) with NJCU whereby students who earn an Associate of Science in Criminal Justice degree at the College will be able to transfer seamlessly into the Bachelor of Science in Criminal Justice degree program at NJCU, retroactive to September 1, 2020; and,

WHEREAS, this Agreement will remain in effect through August 31, 2023 unless otherwise terminated by either party in accordance with the parameters established in the Agreement; and,

WHEREAS, the Administration, and Academic and Student Affairs Committee, recommend the approval of the agreement between Hudson County Community College and New Jersey City University;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Hudson County Community College approve the agreement between Hudson County Community College and New Jersey City University, retroactive to September 1, 2020;

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

3. Resolution to Renew Agreement Between Hudson County Community College and Fairleigh Dickinson University

WHEREAS, Hudson County Community College ("College") seeks to optimize community engagement through the development of academic pathways with K-20 partners and in support of the College's mission to provide high-quality educational opportunities that promote student success; and,

WHEREAS, the College has formed a partnership with Fairleigh Dickinson University ("FDU") entitled "The HCCC-FDU Scholars Program"; and,

WHEREAS, the objective of The HCCC-FDU Scholars Program is to facilitate the seamless transfer of the College's graduates to FDU so that HCCC's graduates can complete the upper division courses required for FDU's undergraduate degree programs and selected combined bachelor's/master's programs upon completion of an associate's degree from HCCC; and,

WHEREAS, the term of the existing Agreement has expired, and the College aspires to continue to partner with FDU to offer The HCCC-FDU Scholars Program; and,

WHEREAS, the College seeks to renew its existing agreement (Attachment III) with FDU, retroactive to July 1, 2020 and remaining in effect through June 30, 2025 unless otherwise terminated by either party in accordance with the parameters established in the Agreement; and,

WHEREAS, the Administration, and Academic and Student Affairs Committee, recommend the approval of the agreement between Hudson County Community College and Fairleigh Dickinson University;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Hudson County Community College approve the agreement between Hudson County Community College and Fairleigh Dickinson University, retroactive to July 1, 2020;

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

4. Resolution to Approve Addendum to the Agreement Between Hudson County Community College and Hudson County Schools of Technology

WHEREAS, Hudson County Community College (“College”) seeks to optimize community engagement through the development of academic pathways with K-20 partners and in support of the College’s mission to provide high-quality educational opportunities that promote student success; and,

WHEREAS, the College entered into an agreement (Attachment IV) with the Hudson County Schools of Technology (“HCST”) to offer its Early College and degree programs at the Frank J. Gargiulo Campus in Secaucus in January 2019; and,

WHEREAS, HCST was awarded the ExPAND Grant by the New Jersey Department of Education to cultivate the next generation of technology professionals for Hudson County through its Design and Fabrication Academy curriculum, its Pre-Apprenticeship programs, and its Work Based Learning Experiences; and,

WHEREAS, the successful realization of the Grant’s stated outcomes requires an enhanced partnership between the College and HCST; and,

WHEREAS, HCCC seeks to add to its existing Agreement with HCST by providing additional sections of College and dual enrollment courses for students participating in grant-funded activities; enhancing and creating pre-apprenticeship opportunities; and developing professional-development opportunities for HCST faculty and staff related to the outcomes of the grant with the objective of assisting HCST to successfully achieve the Grant’s stated outcomes, retroactive to September 8, 2020; and,

WHEREAS, the Addendum to the existing Agreement will remain in effect until the end of the continuation period of the grant on June 30, 2022; and,

WHEREAS, the terms of the existing Agreement between the College and HCST remain unchanged and in full force; and,

WHEREAS, the Administration, and Academic and Student Affairs Committee, recommend the approval of the addendum to the existing agreement between Hudson County Community College and Hudson County Schools of Technology;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Hudson County Community College approve the agreement between Hudson County Community College and Hudson County Schools of Technology, retroactive to September 8, 2020;

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

5. Resolution to Renew Agreement Between Hudson County Community College and The North Hudson Community Action Corporation

WHEREAS, Hudson County Community College (“College”) offers an Associate of Science in Nursing degree program, an Associate of Applied Science in Medical Assisting degree program, and a Certificate in Practical Nursing program as part of its core inventory of Nursing and Health Science programs; and,

WHEREAS, the College’s Nursing Program, Medical Assisting Program, and Practical Nursing Program each include a required clinical experience component, and these programs require additional sites at which students can fulfill the requisite clinical experiences; and,

WHEREAS, The North Hudson Community Action Corporation has the capacity to meet the needs of the College's Nursing Program, Medical Assisting Program, and Practical Nursing Program; and,

WHEREAS, Hudson County Community College seeks to renew its Agreement (Attachment V) with The North Hudson Community Action Corporation whereby students enrolled in the College's Nursing Program, Medical Assisting Program, and Practical Nursing Program will be able to complete clinical experiences at The North Hudson Community Action Corporation, retroactive to June 1, 2020 and remaining in effect for two (2) years unless otherwise terminated by either party in accordance with the parameters established in the Agreement; and,

WHEREAS, the Administration, and Academic and Student Affairs Committee, recommend the renewal of the agreement between Hudson County Community College and The North Hudson Community Action Corporation;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Hudson County Community College approve the renewal of the agreement between Hudson County Community College and The North Hudson Community Action Corporation, retroactive to June 1, 2020;

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

Resolution:

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees approve the recommendations of the President, the Administration, and the Academic and Student Affairs Committee as outlined above in **Item IX. Academic and Student Affairs Recommendations 1 - 5:** (1) Resolution Approving Agreement Between Hudson County Community College and International Brotherhood of Electrical Workers Local 164, retroactive to September 1, 2020; (2) Resolution Approving Agreement Between Hudson County Community College and New Jersey City University, retroactive to September 1, 2020; (3) Resolution Approving Renewal of Agreement Between Hudson County Community College and Fairleigh Dickinson University, retroactive to July 1, 2020; (4) Resolution Approving Addendum to Agreement Between Hudson County Community College and Hudson County Schools of Technology, retroactive to September 8, 2020; and (5) Agreement between Hudson County Community College and The North Hudson Community Action Corporation, retroactive to June 1, 2020.

INTRODUCED BY: Pamela Gardner

SECONDED BY: Joseph Doria

DATE: September 8, 2020

Doria, Joseph	<u>AYE</u>
Fahrenheit, Karen	<u>AYE</u>
Galvin, Adamarys	<u>AYE</u>
Gardner, Pamela	<u>AYE</u>
Kenny, Roberta	<u>AYE</u>
Lee, Bakari	<u>AYE</u>
Peña, Jeanette	<u>AYE</u>
Rodriguez, Silvia	<u>AYE</u>
Stahl, Harold	<u>AYE</u>
Netchert, William, Chair	<u>AYE</u>

10 Aye 0 Nay
*****RESOLUTION ADOPTED*****

Jennifer Oakley

Signature of Recorder

September 8, 2020

Date

ARTICULATION AGREEMENT
BETWEEN
HUDSON COUNTY COMMUNITY COLLEGE
&
INTERNATIONAL BROTHERHOOD OF
ELECTRICAL WORKERS, LOCAL 164

ARTICULATION AGREEMENT

HUDSON COUNTY COMMUNITY COLLEGE INTERNATIONAL BROTHERHOOD OF ELECTRICAL WORKERS

I. Purpose and Goals

The primary objective of this Agreement is to provide articulation with the International Brotherhood of Electrical Workers, Local 164 (the "IBEW") and Hudson County Community College (the "College"), granting College credits for demonstrated academic proficiency in the study of Construction Management acquired by persons who have successfully completed the Electrical Training Alliance IBEW - NECA apprenticeship program.

The IBEW apprenticeship program has an extensive curriculum that is accredited by the American Council on Education. The program includes work in electrical circuits, the physics of electricity, electrochemistry, mathematics through trigonometry, use of design software, engineering graphics, and aspects of material science.

The curriculum at IBEW is developed and approved by the Electrical Training Alliance. The Electrical Training Alliance curriculum is a five-year curriculum with core competencies that must be learned within each curriculum year. The five-year curriculum identifies the number of granted college credits for each learning lesson within the annual curriculum. The primary instructional format is in the form of classroom instruction. The training occurs over a period of five years with an average of twelve core competency lessons per year. Years 1-3 curricula have more lessons to complete in comparison to the curricula for years four and five. In order to move from one level of learning to the next, apprentices must demonstrate established levels of proficiency in each of the standardized curriculum's functional areas of instruction by passing written examinations.

The College awards an Associates in Applied Science (AAS) degree in Construction Management.

It is anticipated that the College credits awarded by this Agreement will inform and encourage graduates of the Electrical Training Alliance curriculum, to pursue the educational and career advancement opportunities which matriculation at the College will provide, as well as afford such persons the ability to expedite the successful completion of their degree requirements.

ARTICULATION AGREEMENT

HUDSON COUNTY COMMUNITY COLLEGE INTERNATIONAL BROTHERHOOD OF ELECTRICAL WORKERS

II. The Transfer Articulation Application Process and Procedures

International Brotherhood of Electrical Workers Local 164 ("IBEW Local 164") and Hudson County Community College ("College") enter into this Articulation Agreement and agree as follows:

1. Subject to adherence to the criteria and procedures listed herein, students who successfully complete the Electrical Training Alliance IBEW - NECA apprenticeship will be awarded credits at the College for the following courses:

College Success for Strat	CSS 100 (1 Credits)
	CSC 100 (3 Credits)
Introduction to Computers	MAT 100 (3
College Algebra	Credits)
Introduction to Engineering Sciences and Calculations	CNM 120 (4
	Credits)
Introduction to Physical Science	SCI 101 (3 Credits)
Engineering Graphics	EGS 101 (2 Credits)
Business Math	MAT 103 (3
	Credits)
Introduction to Chemistry	CHP 100 (3 Credits)

2. In order to receive the 22 credits at the College described in the preceding paragraph, students must: (a) be admitted to the College, (b) be matriculated in the College's Construction Management program, and (c) present to the Registrar a notarized document entitled "Certificate of Completion", indicating graduation from the Electrical Training Alliance IBEW-NECA.
3. To be eligible to receive the 22 credits described in paragraph 1 herein, students must be admitted to the College within five (5) years of their graduation from Electrical Training Alliance
4. The 22 credits identified in paragraph 1 herein will be reflected on the College transcript as "Credit by Examination", in the same manner as credits obtained through other external standardized examinations, such as the College Level Examination Program (CLEP), and such credits will not be counted in computing a student's Grade Point Average (G.P.A.).
5. The policies reflected in this Agreement apply only to the College's records. In the case of transfer to another institution of higher education, the acceptance of all credits awarded by this Agreement will be in accordance with the prevailing policies of the receiving institution.

ARTICULATION AGREEMENT

HUDSON COUNTY COMMUNITY COLLEGE INTERNATIONAL BROTHERHOOD OF ELECTRICAL WORKERS

6. Transfer of credits earned at other institutions of higher education, by examination, or other assessment of prior learning shall adhere to HCCC Transfer Policy.
7. No tuition or fees will be charged to any student for the credits earned by articulation pursuant to this Agreement.
8. Appropriate members of the faculties of the College and representatives of IBEW Local 164 will meet annually to address areas of mutual concern, including but not limited to, sharing of recommendations regarding the content and implementation of this Agreement, and curriculum and programmatic changes. The minutes of this annual meeting will be provided to the appropriate Dean, the Chief Academic Officer, and the College's Construction Management Advisory Committee.

III. Institutional Responsibilities

IBEW Local 164 and the College agree to promote the Articulation Program in appropriate publications and at recruitment and outreach activities.

1. IBEW Local 164 and the College agree to cooperate in communicating with each other and with their common and respective communities concerning the relationship between the two institutions. IBEW Local 164 and the College agree to acknowledge and recognize the articulation programs on each institution's website and via other marketing and publicity methods.
2. IBEW Local 164 and the College agree to promptly communicate with each other any future curriculum changes, policy changes or resident credit requirements that will affect this agreement.
3. Each institution will designate in writing an employee who will serve as the point of contact for the administration of this agreement.

IV. Agreement Review

1. IBEW Local 164 and the College will notify one another of curricular changes upon institutional approval. This Agreement will continue in effect and will be automatically renewed from academic year to academic year, for up to three years, although either IBEW Local 164 or HCCC may withdraw from this Agreement upon written notification to the other party at the end of any academic year of the College.
2. This Agreement shall be reviewed and modified, as needed, every three years by officials at IBEW Local 164 and HCCC.

ARTICULATION AGREEMENT

HUDSON COUNTY COMMUNITY COLLEGE INTERNATIONAL BROTHERHOOD OF ELECTRICAL WORKERS

3. This agreement represents the entire agreement between IBEW Local 164 and the College through their authorized agents and will be deemed fully executed on the date of the last signature. All negotiations, oral agreements, and understandings are merged herein and any change(s) in the terms must be made in writing and signed by all parties.

V. Term

1. This Agreement will be immediately effective upon its signing by the appropriate parties, and notwithstanding paragraph 3 herein, will be retroactive to September 1, 2020.

VI. Approvals

**International Brotherhood of Electrical Workers, Hudson County Community College
Local 164**

**International Brotherhood of
Electrical Workers, Local 164**

**President
Hudson County Community College**

Date

Date

**Provost and Executive Vice President
Hudson County Community College**

Date

*ATTACHMENT II**ITEM IX - Academic and Student Affairs
Resolution 2.***DUAL ADMISSIONS PROGRAM AGREEMENT****CRIMINAL JUSTICE PROGRAMS****Between****HUDSON COUNTY COMMUNITY COLLEGE****and****NEW JERSEY CITY UNIVERSITY****Effective Date: September 1, 2020**

DUAL ADMISSIONS PROGRAM AGREEMENT

HUDSON COUNTY COMMUNITY COLLEGE

NEW JERSEY CITY UNIVERSITY

I. Purpose and Goals

This program is designed to offer students a unique opportunity to complete a bachelor's degree "seamlessly" at two institutions of higher education. Under this agreement, Hudson County Community College (HCCC) students who complete an associate's degree and meet the requirements listed herein will be seamlessly admitted with full junior status into a corresponding Bachelor of Science degree program in the College of Professional Studies at New Jersey City University (NJCU). A student's entry into a Bachelor of Science degree specified under this Agreement is predicated upon conferral of an Associate in Science (A.S.) degree in Criminal Justice at HCCC as per the transfer articulation map(s) under APPENDIX A.

Students who participate in this program will be initially identified by HCCC, which will provide notification to NJCU prior to the completion of the A.S. degree program. HCCC will monitor the academic progress of students covered by this Agreement.

Students who complete their A.S. program and fulfill all criteria of this Dual Admissions Program Agreement will enter NJCU as fully matriculated students with 60 credits and junior-year standing as per the NJ Comprehensive State-Wide Transfer Agreement.

II. Benefits/Advantages of This Program

- Creation of a four-year plan for completing the Bachelor of Science degree;
- Provision of early planning with HCCC and NJCU faculty and advisors to ensure a smooth transfer;
- Ability to receive guidance from NJCU advisors while enrolled at HCCC;
- Prospective students will be offered admissions and financial aid advising through scheduled visits by NJCU staff to the HCCC campus;
- Ability to earn both associate's and bachelor's degrees while maximizing transferability of credits;
- A guarantee that students who meet the stated criteria will have a reserved place in a corresponding program at NJCU;
- Graduation requirements at NJCU will not change as long as the student meets the criteria outlined under **Section IV. Time Limits**;
- Access to NJCU financial aid counselors to facilitate early financial planning and estimates of financial aid and scholarships while students are enrolled at HCCC;
- An opportunity for students to meet with college administrators and faculty members at special advising and orientation programs;
- A welcome to NJCU with notification of a student's acceptance into the Dual Admissions Program;

- Access to events and facilities at the College of Professional Studies following successful completion of the Dual Admissions Program Application;

III. Requirements for Admission to NJCU

Admission to NJCU under this Agreement is contingent upon a student's:

- Admission to HCCC;
- Completion and submission of the Dual Admissions Program Application on the NJCU website;
- Attainment of a cumulative grade point average of 2.5 or higher in an A.S. program at HCCC;
- Meeting the general admissions criteria of NJCU;
- Submission to NJCU of official transcripts from HCCC and any other college-level work from each institution attended.

IV. Time Limits

Students completing associate's degree course work at HCCC and matriculating at NJCU within four years of the student's first enrollment in a college-level course at HCCC will follow the undergraduate college degree requirements in place at NJCU at the time of initial enrollment in a college-level course at HCCC. If more than four years elapse between the date of initial enrollment in a college-level course at HCCC and the date of matriculation at NJCU, the student must fulfill the degree requirements in place at the time of entrance to NJCU.

V. Transferability of Credits

Dual Admissions Program students entering NJCU with an A.S. degree in Criminal Justice will receive credit for all NJCU general education requirements. Students who have earned an A.S. degree from HCCC and meet all criteria set forth in **Section III. Requirements for Admission to NJCU** will receive exactly 60 credits at NJCU toward the bachelor's degree.

VI. Bachelor of Science Program Requirements

Requirements for each participating program are mapped and included in this Agreement under APPENDIX A. Programs may be added to this Agreement at any time by adding articulation maps to APPENDIX A and the subsequent signatures of all parties in **Section X. Approvals**.

VII. Institutional Responsibilities

- HCCC and NJCU agree to regularly promote the Dual Admissions Program in appropriate college publications and at recruitment and outreach activities.
- HCCC and NJCU will work collaboratively to support and effectively administer this articulation agreement in the best interest of students.

- A representative of NJCU will participate in related orientation and open house sessions at HCCC and meet with students in the Dual Admissions Program at HCCC as needed.
- Students accepted into the Dual Admissions Program will be invited and encouraged to attend NJCU's early scheduling/advisement sessions for new students.
- HCCC agrees to distribute information provided by NJCU to its graduates regarding the Bachelor of Science degree programs at the College of Professional Studies.

VIII. Agreement Review

NJCU and HCCC will notify one another of curricular changes upon institutional approval. . The term of this Articulation Agreement shall be from September 1, 2020 through August 31, 2023. Prior to the expiration of the agreement, the parties shall meet to review the terms of the Agreement for the purposes of entering into a new agreement.

This agreement represents the entire agreement between NJCU and HCCC through their authorized agents and will be deemed fully executed on the date of the last signature. All negotiations, oral agreements, and understandings are merged herein and any change(s) in the terms must be made in writing and signed by all parties.

This Agreement may be terminated by either party upon sixty (60) days' written notice to the other party.

IX. Anticipated Date of Implementation

General Provisions:

- Neither party shall have the right to assign this agreement without the prior written consent of the other party.
- This agreement constitutes the entire agreement of the parties with respect to the subject matter hereof. No modification hereof shall be binding upon any of the parties hereto unless made in writing and signed by the parties.
- The parties are not and shall not be considered partners and are not agreeing to a joint venture. The execution of this agreement does not, and shall not, constitute a partnership or a principal/agent relationship between the parties hereto.
- Each party represents to the other that the persons signing this agreement have the full authority to do so.
- The parties may execute this agreement in two counterparts, each of which shall have full legal force and effect.
- This agreement shall be interpreted and construed under the laws of the state of New Jersey, principles of conflicts of law notwithstanding.

- g. If any provision of this agreement shall be held invalid by a court of law for any reason, the remaining provisions shall remain in full force and effect.
- h. This agreement may not be waived, changed, modified, or altered, except by an instrument signed by both parties, unless otherwise provided for in this agreement.

X. Approvals**For Hudson County Community College**

Eric Friedman, PhD
Executive Vice President and Provost

Date

Christopher Reber, PhD
President

Date

For New Jersey City University

Tamara Jhashi, PhD
Provost and Senior Vice President

Date

Sue Henderson, PhD
President

Date

APPENDIX A –AS Criminal Justice to BS Criminal Justice Program Map.

Associate in Criminal Justice to Bachelor of Science in Criminal Justice			
<u>NJCU Requirement</u>	<u>HCCC Equivalent</u>	<u>Credits</u>	<u>Notes</u>
<i>General Education program</i>	<i>Completion of A.S.</i>	<i>Waived</i>	
REQUIRED			
CJ 101 (Introduction to Criminal Justice)	CRJ 111 (Introduction to Criminal Justice)	3	
CJ 112 (Crime and Delinquency)	SOC 240 (Criminology)	3	*Case by case
CJ 215 (Police Organization and Administration)	CRJ 220 (General Police Organization and Administration)	3	
CJ 305 (Criminal Law)	CRJ 120 (Introduction to Criminal Law)	3	*Case by case
CJ 217 (Correctional System and Administration)	CRJ 214 (Corrections)	3	
ELECTIVE			
CJ 115 (Juvenile Justice Administration)	CRJ 215 (Juvenile Justice System)	3	
CJ 444 (Criminal Justice Ethics)	CRJ 230 (Ethics and Justice)	3	*Case by case
CJ 260 (Criminal Investigation)	CRJ 222 (Criminal Investigation)	3	
CJ 275 (Police and Community)	CRJ 112 (Policeman's Role in the Community)	3	
Total transferred credits:	60 (includes all above)		
Credits remaining to degree from NJCU:	60 (outlined below)		
<u>Courses to be taken at NJCU to complete the B.S.:</u>		<u>Credits</u>	
REQUIRED	(24)	3	
CJ 111 Introduction to Criminal Justice	3		
CJ 112 Crime and Delinquency	3		
CJ 215 Police Organization and Administration	3		
CJ 216 Court System and Administration	3		
CJ 217 Correctional System and Administration	3		
CJ 305 Criminal Law	3		
CJ 372 Criminal Justice Research	3		
CJ 463 Management of Public Safety Agencies	3		
ELECTIVES	(15)		
CJ 115 Juvenile Justice	3		
CJ 120 Careers in Criminal Justice	3		

CJ 130 Writing for Criminal Justice	3		
CJ 201 Law, Order and Justice in Society	3		
CJ 205 Community Corrections	3		
CJ 210 Crime Prevention	3		
CJ 250 Crisis Intervention	3		
CJ 260 Criminal Investigation	3		
CJ 275 Police and Community	3		
CJ 300 Victimless Crimes/Organized Crime	3		
CJ 301 Terrorism	3		
CJ 302 White Collar Crime	3		
CJ 303 Women and Criminal Justice	3		
CJ 306 Crime and the Movies	3		
CJ 308 Multi-Cultural Law Enforcement	3		
CJ 310 Hate Crimes Seminar	3		
CJ 311 Violence and Victim-Offender Dynamics	3		
CJ 315 Seminar in Criminal Justice Problems	3		
CJ 325 Criminal Procedure	3		
CJ 340 Criminal Evidence	3		
CJ 360 Victims of Crime	3		
CJ 370 Minorities and Criminal Justice	3		
CJ 420 International Criminal Justice	3		
CJ 444 Criminal Justice Ethics	3		
CJ 464 Management Information Systems	3		
Total credits needed in major (Students majoring in Criminal Justice will be required to complete 39 semester hours in Criminal Justice courses in residence at NJCU):	39		
Total additional free-elective credits needed for NJCU degree completion:	21		
<p>Note: Acceptance of transfer credits for CRJ 120 and CRJ 230 will be considered on a case by case basis. After a review of the applicable syllabi, credit will be transferred in situations where the courses are substantially similar.</p> <p>Minimum grade for transfer credit: C</p>			

ATTACHMENT III

ITEM IX - Academic and Student Affairs
Resolution 3.



HUDSON COUNTY COMMUNITY COLLEGE- FAIRLEIGH DICKINSON UNIVERSITY SCHOLARS PROGRAM



**FAIRLEIGH
DICKINSON
UNIVERSITY**

AGREEMENT OF UNDERSTANDING

Dual Admission Agreement Between Fairleigh Dickinson University And Hudson County Community College

Fairleigh Dickinson University (FDU) and Hudson County Community College (HCCC) hereby agree on this 1st day of July, 2020 to renew a program that enables Hudson County Community College students to complete the upper division courses required for FDU undergraduate degree programs and selected combined bachelor's/master's programs upon completion of an associate's degree from HCCC. The HCCC-FDU Scholars Program (hereafter defined as the "Program") provides the necessary support and administrative services for HCCC students to transition to Bachelor of Arts, Bachelor of Science and combined bachelor's/master's degree programs at FDU.

FOR AND IN consideration of the mutual covenants and agreements herein contained and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the parties hereto do hereby covenant and agree as follows:

1. Admissions:

- a. First-time college students admitted to FDU and who elect to attend HCCC must sign a HCCC-FDU Scholars Program Intent to Enroll Form. The students will have dual admission to both HCCC and FDU upon completion of the Intent to Enroll Form.
- b. First-time college students applying to FDU who do not meet the FDU requirements for admission must sign a HCCC-FDU Scholars Program Intent to Enroll Form. The students will have dual admission to both HCCC and FDU upon completion of the Intent to Enroll Form.
- c. Matriculated students at HCCC must complete a HCCC-FDU Scholars Program Intent to Enroll Form prior to the completion of thirty (30) credits at HCCC.
- d. Admissions standards for students entering into the program from HCCC will be consistent with FDU policies. All matriculated students at HCCC must complete an A.A., A.S. or A.A.S. program prior to enrolling in a B.A., B.S. or combined bachelor's/master's program at FDU.
- e. All matriculated students at HCCC must complete an Application for Admission during the semester prior to transfer to FDU.
- f. All credits taken at HCCC up to a maximum of sixty-four (64) that are part of an associate's degree program can be considered for transfer to a B.A., B.S. or combined bachelor's/master's program at FDU. Courses taken beyond those required for an associate's degree will be evaluated on a case-by-case basis.

2. Academic Components:

- a. FDU will have complete authority over curriculum requirements including, but not limited to, course and graduation requirements.
- b. HCCC will have complete authority over the A.A., A.S. and A.A.S. program curriculum.
- c. All matriculated students at HCCC will be granted priority by FDU during the registration period in their final HCCC semester prior to transferring to FDU.

3. Financial:

Full-time students in the Program will be eligible for a Transfer Award of \$18,000 per year (\$9,000 per semester) at the Metropolitan Campus or \$20,000 per year (\$10,000 per semester) at the Florham Campus upon completion of the associate degree and enrollment in the B.A., B.S. or a combined degree program and part-time students will receive a 40% reduction in tuition from the appropriate FDU tuition rate with the following exceptions:

- a. Students who enroll in an undergraduate program with a more favorable tuition reduction already in place.
- b. Members of the Phi Theta Kappa International Honor Society will receive an academic scholarship of \$20,000 per year (\$10,000 per semester) at the Metropolitan Campus or \$22,000 per year (\$11,000 per semester) at the Florham Campus in lieu of the Transfer Award with a submission of a copy of a membership certificate.
- c. (Intentionally omitted).
- d. Students who qualify for NJ STARS II will receive the \$2,500 scholarship from the state of New Jersey in addition to the 40% reduction or Phi Theta Kappa scholarship.
- e. Students eligible for a combined degree program will receive the 40% tuition reduction through the graduate portion of their program, unless the student enrolls in a graduate program with a more favorable tuition reduction already in place.
- f. Students electing to reside on either the Metropolitan Campus or Florham Campus of FDU will receive a \$1,500 per year (\$750 per semester) housing grant, in addition to their tuition benefit(s).
- g. All reductions, with the exception of f., are from tuition only, and not applicable to fees, room or board, all of which will be the responsibility of the individual student when enrolled at FDU.

4. Administrative staffing for the program:

- a. FDU agrees to provide an FDU employee to administer the day-to-day operations of this Program on the campus of HCCC.

Duties for this position may include:

- i. advising prospective and current students
- ii. monitoring operations at HCCC
- iii. liaising between both institutions
- iv. liaising for the Program with other administrative offices at each college or university

- v. communicating with faculty and students on the HCCC campus
 - vi. assisting in marketing the Program
- b. FDU's Community College Partnership Program Director will be the main contact as the administrative liaison for this Program.

5. Facilities:

HCCC agrees to provide office space and other services necessary for the FDU staff member administering the Program on the HCCC campus.

- a. FDU agrees to advise its employees of their obligation to adhere to all published policies and procedures regarding facilities use at HCCC. It is understood that at all times, FDU, its faculty and employees, while performing services under this Program at HCCC, remain employees of FDU. Accordingly, FDU shall maintain Worker's Compensation Insurance on said employees.

6. Liability:

- a. HCCC shall exonerate, indemnify and hold harmless FDU (trustees, employees and representatives) from any claim, damage or loss arising out of HCCC's obligations under this agreement.
- b. FDU shall exonerate, indemnify and hold harmless HCCC (trustees, employees, and representatives) from any claim, damage or loss arising out of FDU's obligations under this agreement.

7. Term:

- a. The term of this agreement shall commence on July 1, 2020 and shall continue through June 30, 2025.
- b. This agreement shall be reviewed by both parties and the provisions of the various attachments shall be approved or revised on an as needed basis.
- c. This agreement may be terminated as follows:
 - i. FDU may terminate this agreement if HCCC breaches any material term or provision of this agreement, which breach is not cured within thirty (30) days after receipt of written notice from FDU (or, in the case of any breach which cannot reasonably be expected to be cured within thirty (30) days, if HCCC fails to commence such cure within ten (10) days and fails to prosecute such cure to completion with due diligence within ninety (90) days); or
 - ii. HCCC may terminate this agreement if FDU breaches any material term or provision of this agreement, which breach is not cured within thirty (30) days after receipt of written notice from HCCC (or, in the case of any breach which cannot reasonably be expected to be cured within thirty (30) days, if FDU fails to commence such cure within ten (10) days and fails to prosecute such cure to completion with due diligence within ninety (90) days).

- iii. Either party may terminate this agreement for any reason by delivering written notice to the other. Any such notice shall take effect the later of sixty (60) days after delivery of the notice or the end of the then current academic year.

8. General Provisions:

- a. Neither party shall have the right to assign this agreement without the prior written consent of the other party.
 - b. Each party agrees to provide information on the Program with appropriate linkages on their respective websites.
 - c. This agreement constitutes the entire agreement of the parties with respect to the subject matter hereof. No modification hereof shall be binding upon any of the parties hereto unless made in writing and signed by the parties.
 - d. The parties are not and shall not be considered partners and are not agreeing to a joint venture. The execution of this agreement does not, and shall not, constitute a partnership or a principal/agent relationship between the parties hereto.
 - e. Each party represents to the other that the person signing this agreement has the full authority to do so.
 - f. The parties may execute this agreement in two counterparts, each of which shall have full legal force and effect.
 - g. This agreement shall be interpreted and construed under the laws of the state of New Jersey, principles of conflicts of law notwithstanding.
 - h. If any provision of this agreement shall be held invalid by a court of law for any reason, the remaining provisions shall remain in full force and effect.
 - i. This agreement may not be waived, changed, modified, abandoned or terminated, in whole or in part, except by an instrument signed by both parties, unless otherwise provided for in this agreement.
9. Every notice required or permitted under this agreement shall be given in writing and shall be sent by United States Postal Service Certified Mail, Return Receipt Requested, or overnight courier provided that such courier obtains and makes available to its customers evidence of delivery to the respective address below or to such other address as either party may designate from time to time by a notice given to the other party. Notice shall be deemed to be given upon receipt provided; however, in the event a party refuses to accept delivery of the notice, the notice shall nevertheless be deemed to be given upon the date of refusal to accept delivery. Notwithstanding the above, a notice of change of address shall not be effective until received.

Hudson County Community College
70 Sip Avenue
Jersey City, NJ 07306
Attn: President

Fairleigh Dickinson University
1000 River Road
Teaneck, New Jersey 07666
Attn: President

IN WITNESS THEREOF, the parties hereto have caused this agreement to be executed by their duly authorized officers the day and year first hereinabove mentioned.

Hudson County Community College:

Fairleigh Dickinson University:

by: _____
Dr. Christopher M. Reber
President

by: _____
Dr. Christopher A. Capuano
President

by: _____
Dr. Eric Friedman
Executive Vice President & Provost

by: _____
Dr. Gilliam Small
University Provost

Attachment A

Degree Programs with Additional Admissions Criteria

B.A. or B.S./M.A.T. (QUEST) Combined Degree Program for Teacher Certification:

Requires minimum grade point average of 3.00

Bachelor of Science in Nursing:

Requires minimum grade point average of 3.00

Requires grades of “B” or better in the following courses:

College Chemistry I – CHP 111

Microbiology – BIO 250

Anatomy & Physiology I – BIO 111

Anatomy & Physiology II – BIO 211

Pre-Calculus – MAT 110

Drug and urine test

Criminal background check

Kaplan Nursing Entrance test

**Addendum to Agreement Between Hudson County Community College and Hudson
County Schools of Technology for the Delivery of the Hudson County Schools of
Technology Early College Initiative**

As of September 8, 2020 the following will be added to the contract entitled Agreement Between Hudson County Community College and Hudson County Schools of Technology for the Delivery of the Hudson County Schools of Technology Early College Initiative

1. Hudson County Community College will partner with Hudson County Schools of Technology to assist in achieving the stated outcomes of the ExPAND Grant, which was awarded to HCST by the New Jersey Department of Education in order to Grow the next generation of technology workers for greater Hudson County by growing our DFAB Academy, Pre Apprenticeship and Work Based Learning Experiences (WBLE). This partnership will include:
 - a. Providing additional sections of College courses to HCST students participating in grant-funded activities that advance the stated goals and outcomes of the grant utilizing the HCSTECI model. All related expenses for such courses will be funded through the grant.
 - b. Providing additional dual-enrollment courses, following the previously established approval process.
 - c. Enhancing and creating pre-apprenticeship opportunities for participating students.
 - d. Developing professional-development opportunities for HCST faculty and staff related to the outcomes of the grant.
2. This Addendum will remain in effect until the end of the continuation period of the grant on June 30, 2022.

These changes are the only changes to the original contract. The entire remainder of the original contract remains in full force.

SIGNED:

President or Designee
Hudson County Community College

Date

Superintendent or Designee
Hudson County Schools of Technology

Date

**STUDENT NURSE AFFILIATION AGREEMENT
BETWEEN
HUDSON COUNTY COMMUNITY COLLEGE
AND
__NORTH HUDSON COMMUNITY ACTION CORPORATION__**

Agreement, effective June, 2020 by and between Hudson County Community College, located at 70 Sip Avenue Jersey City, New Jersey 07306, and

**The North Hudson Community Action Corporation
714 West 14th Street, Union City, New Jersey**

1. **TER**

This contract shall be for a period of two years commencing June 1, 2020 and continuing until June 1, 2022 for the following programs.

MEDICAL ASSISTING
PRACTICAL NURSING
REGISTERED NURSING

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

Either party may at any time during the term of this agreement, with or without cause, terminate this agreement upon one hundred twenty (120) days written notice to the other party.

NHCAC may immediately terminate a student(s) participation in the program established under this agreement, if the Agency believes that the continued participation of the student(s) is unsafe, disruptive, detrimental to client care, or otherwise not in conformity with the Agency's standards, policies, procedures, or health requirements.

2. **COLLEGE RESPONSIBILITIES**

The College as the sponsoring agency agrees:

- a. To assume full responsibility for the planning and the execution of the curriculum for its students including the administration, curriculum content, and Faculty appointments.
- b. To provide an assignment schedule of dates for the affiliation periods throughout the academic year.
- c. That students assigned for clinical experience will receive no compensation.

- d. To assure that students conform to the rules, regulations, and policies of NHCAC. These rules, regulations and policies will be available and reviewed with the students/Faculty by the Agency.
- e. To require student's statement of health screening to include:
 - 1. physical exam
 - 2. proof of negative reaction to two (2) consecutive Mantoux tests given within three (3) weeks, or if positive reaction, negative chest x-ray result on file
 - 3. rubella, rubeola, varicella and mumps immunity as proven by blood test or written physician's confirmation
 - 4. hepatitis B vaccine or signed waiver, if student refuses to be immunized
 - 5. current CPR certification
- f. To provide medical documentation of any special physical needs of students and to provide for any special allergic needs of the students.
- g. To complete criminal background checks on students and provide the Agency with such evidence upon request.
- h. To assure that students have their own malpractice insurance and provide the Agency with such evidence upon request.

3. **AGENCY CENTER RESPONSIBILITIES**

- a. To participate in joint evaluation of the effectiveness of the clinical experiences through meetings and/or written evaluations of the students and Faculty.
- b. To provide necessary supplies, facilities, and supervision as may be required to insure quality education for the students without impairing quality client care.
- c. To provide an orientation of its facilities, policies, and procedures for the College's Faculty and students.

4. **MUTUAL OBLIGATIONS**

- a. The Agency shall at all times retain sole responsibility for all client care, and the extent of participation of the student in assisting with or observing client care. (However, the foregoing statement is not meant to address the issue of ultimate legal liability in the event of a claim.)
- b. Responsibility for planning the clinical experience with the Agency will be jointly shared by the Agency's staff and the College's instructors, subject at all times to the policies, rules, and regulations of NHCAC.
- c. A student of the College may be assigned to any facilities or programs within the Agency system.

- d. Student curriculum, attendance, and scheduling shall be under the direction of the College as long as they do not conflict with the Agency's policies, rules, and regulations.
- e. Students are not employees of either party during the hours in which they participate in this program.
- f. The student of the College will start his/her clinical experience program as determined by mutual agreement. Minor adjustments in the length of service and the period during which it shall be rendered may be made with the mutual consent of the College and the Agency.

5. **INSURANCE**

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

6. **CONFIDENTIALITY**

Both the College and Agency shall at all times comply with standards mandated by state and federal law of regulatory agencies and accrediting agencies, including those pertaining to confidentiality and documentation.

7. **INDEMNIFICATION**

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

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

damage or judgment arises out of the negligent or wrongful acts or omissions of the College, its officers, directors, employees, students or Faculty.

8. **EMERGENCY MEDICAL CARE**

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

9. **REGULATORY REQUIREMENTS**

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

Signed:

Chris Reber, Ph.D.,
Hudson County Community College

Date

Signed:

Joan Quigley
Chief Executive Officer

Date

**HUDSON COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES MEETING
September 8, 2020**

X. NEW BUSINESS

**HUDSON COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES MEETING
September 8, 2020**

XI. ADJOURNMENT

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

INTRODUCED BY: Joseph Doria

SECONDED BY: Karen Fahrenholz

DATE: September 8, 2020

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

10 Aye 0 Nay
RESOLUTION ADOPTED

<u><i>Jennifer Oakley</i></u>	<u>September 8, 2020</u>
Signature of Recorder	Date