

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

Regular Meeting – Board of Trustees

Tuesday, September 12, 2023

5:00 P.M.

Mary T. Norton Board Room and Via Zoom

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

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

<https://zoom.us/j/91728109546?pwd=dFMrQ1pZaktEV3hSQ2pBeHBBUUt3dz09>

Passcode: 629005

Telephone: 1 309 205 3325

Webinar ID: 917 2810 9546

Passcode: 629005

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

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

AGENDA

I. CALL TO ORDER - FLAG SALUTE

Mr. Netchert

II. ROLL CALL AND RECOGNITION OF VISITORS

Trustees:

Edward DeFazio

Joseph Doria

Pamela Gardner, Secretary/Treasurer

Frank Gargiulo

Roberta Kenny

Bakari Lee, Vice Chair

Daniel Menendez, Student Alumni Representative (Ex Officio)

William Netchert, Chair

Jeanette Peña

Christopher Reber, President (Ex Officio)

Silvia Rodriguez

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* *Ms. Camacho*
2. *All College Council Chair's Report* *Dr. Cody*
3. *President's Report* *Dr. Reber*
- VI. REGULAR MONTHLY REPORTS AND RECOMMENDATIONS**
1. *Minutes of Previous Meetings*
2. *Gifts, Grants, and Contracts*
- VII. FISCAL, ADMINISTRATIVE, LEASE, AND CAPITAL RECOMMENDATIONS** *Dr. Reber*
- VIII. PERSONNEL RECOMMENDATIONS** *Dr. Reber*
- IX. ACADEMIC AND STUDENT AFFAIRS RECOMMENDATIONS** *Dr. Reber*
- X. NEW BUSINESS** *Mr. Netchert*
- XI. ADJOURNMENT** *Mr. Netchert*

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

September 12, 2023

II. ROLL CALL

Trustees:

Edward DeFazio	<u>PRESENT</u>
Joseph Doria	<u>ABSENT</u>
Pamela Gardner, Secretary/Treasurer	<u>ABSENT</u>
Frank Gargiulo	<u>PRESENT</u>
Roberta Kenny	<u>PRESENT</u>
Bakari Lee, Vice Chair	<u>PRESENT</u>
Daniel Menendez, Student Alumni Representative, Ex officio	<u>ABSENT</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>
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 and 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 12, 2023

III. COMMENTS FROM THE PUBLIC

None

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

September 12, 2023

IV. CLOSED SESSION

None

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

September 12, 2023

V. REPORTS

1. *Student Government Association President's Report (L. Camacho)*
2. *All College Council Chair's Report (C. Cody)*
3. *President's Report (C. Reber)*
School of STEM Updates: Cybersecurity Center and Water Sampling
Dr. Burl Yearwood, Dean, School of STEM
Faisal Aljamal, Assistant Professor, STEM
Yavuz Birol Guner, Instructor, STEM
Raffi Manjikian, Instructor, STEM
Dr. Fatma Tat, Assistant Professor, STEM

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

September 12, 2023

VI. REGULAR MONTHLY REPORTS AND RECOMMENDATIONS

1. MINUTES OF PREVIOUS MEETING

The Minutes of the Regular Meeting of August 8, 2023 are herewith submitted to the Board of Trustees for approval. (Page 10)

Recommendation:

It is the recommendation of the President that the Board of Trustees accept the Minutes of the Regular Meeting of August 8, 2023.

2. GIFTS, GRANTS, AND CONTRACTS REPORT

Hudson County Community College has received the following grants:

TITLE: *Signature Grant*

AGENCY: *The Provident Bank Foundation*

PURPOSE OF GRANT: *To Support "Hudson Scholars" Program*

COLLEGE ADMINISTRATOR: *Nicole Johnson*

COLLEGE CONTRIBUTION: *\$0*

AWARD AMOUNT: *\$100,000.00*

TITLE: *PATH Scholarships*

AGENCY: *Ellucian Foundation*

PURPOSE OF GRANT: *Funding Foundation Scholarships*

COLLEGE ADMINISTRATOR: *Nicole Johnson*

COLLEGE CONTRIBUTION: *\$0*

AWARD AMOUNT: *\$25,000.00*

RESOLUTION:

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

INTRODUCED BY: _____ *Bakari Lee*

SECONDED BY: _____ *Jeanette Peña*

DATE: _____ *September 12, 2023*

DeFazio, Edward	<u>AYE</u>
Doria, Joseph	<u>ABSENT</u>
Gardner, Pamela	<u>ABSENT</u>
Gargiulo, Frank	<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>

8 Aye Nay

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

Alexa Riano
Signature of Recorder

09/12/2023
Date

HUDSON COUNTY COMMUNITY COLLEGE

Regular Meeting – Board of Trustees
Tuesday, August 8, 2023
5:00 P.M., In-person and via Zoom

MINUTES

PRESENT: *Edward DeFazio; Joseph Doria; Pamela Gardner (Secretary/Treasurer); Roberta Kenny; William Netchert (Chair); Jeanette Peña; Christopher Reber; Silvia Rodriguez; and Harold Stahl.*

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

ABSENT: *Frank Gargiulo; Bakari Lee (Vice Chair); Daniel Menendez (Student Alumni Representative)*

I. CALL TO ORDER - FLAG SALUTE

II. ROLL CALL

III. COMMENTS FROM THE PUBLIC – None

IV. CLOSED SESSION – None

V. REPORTS

1. Student Government Association President's Report

Student Government Association Vice President, Shehzina Ali, offered the following report.

Good evening, trustees, faculty, staff, and students. My name is Shehzina Ali. Our Student Government Association (SGA) President could not be here today. As Vice President of SGA for the Journal Square Campus, I am taking the lead in this meeting. I am majoring in Early Childhood Education and aspire to become a preschool teacher someday. My ethnicity is South Asian, and I am a proud Pakistani. Here are several updates.

At the end of spring 2023, seven Executive Board members were elected, alongside a returning member. Since then, we trained with the former SGA president and the past Executive Board members to help us become better equipped for our new roles. They taught us how to lead meetings and town halls, the steps and processes it takes to host events, and what is needed for our committee meetings, among other items.

We held virtual meetings at the beginning of the summer to further discuss our plans. We talked about different events we wanted to offer in the fall and spring semesters. These include a back-to-school kickoff, winter festival, and a multicultural event just to name a few. We also met with one of our advisors, Veronica Gerosimo, to ask questions and further discuss events.

From there, we began preparing our budget proposal for submission. Our Director of Finance, Brandon Johnson, took the lead on creating our proposal with support from fellow Executive Board members. We successfully submitted the budget proposal on time and are now awaiting approval to get started with the event plans for fall.

Moving forward, our next Executive Board meeting will be held on August 21, in person, to make decisions on events, future meetings, and other technicalities including Microsoft Teams, social media, and Involved pages before the fall semester starts.

These are all the updates we have to present for now. Thank you for listening. We look forward to seeing you soon, and have a great rest of your meeting.

2. All College Council Chair's Report

All College Council Chair, Dr. Christopher Cody, offered the following report.

Good evening, trustees.

My name is Dr. Christopher Cody, and I am the newly elected All College Council (ACC) Chair, along with Vice Chair Raffi Manjikian and Secretary Sarah Teichman. We are very excited to begin our ACC administration. We'd like to thank the outgoing administration: Dr. Peter Cronrath, Professor Sharon Daughtry, and Professor Karen Galli, for their hard work and efforts during the past two years.

It's an honor to be working with all of you. I'm from this area, having been born in New York City and growing up in Middletown, New Jersey. I currently live in Brooklyn with my wife, Olivia and two sons, Adrian, who is five years old, and Miles, who is three. I have my B.A. in History from the University of Vermont, my M.A. in History from Northeastern University in Boston, and my Ph.D. in History from St. John's University in Queens. I've been teaching here since 2019 as a history instructor and am excited to serve the college in my new position as the ACC Chair.

The ACC Vice-Chair is Professor Raffi Manjikian, an instructor in the School of STEM who truly embodies the phrase "Hudson is Home." Raffi primarily teaches chemistry, and, in addition to his teaching duties, serves on multiple committees and is the Co-Chair of the President's Advisory Council on Diversity, Equity and Inclusion (PACDEI). Raffi is a New Jersey native, having grown up in Bergen County, New Jersey, and currently living in Hudson County. He earned his B.S. in Chemistry at Seton Hall, his M.S. in Chemistry at Seton Hall, and he is currently working on his Ph.D. in Health Science at Seton Hall.

The ACC Secretary, Sarah Teichman, serves HCCC as a librarian at the North Hudson Campus. She has been with HCCC since 2019. Sarah grew up in West Orange, NJ. She went to Smith College in Northampton, MA, for her bachelor's degree and Rutgers University in New Brunswick for her Master of Library and Information Science. She is now finishing a second master's degree in Educational Technology from Boise State University. In her work at the library, Sarah is instrumental in facilitating student success. I know this because Sarah comes to speak with my students every semester about the skills they need and the tools and resources the college must use to enable their success.

I can speak for all three of us when we say that we are honored to be working with you. One initiative we want to instill is to put the "All" back into All College Council. To that end, we will strive to work collaboratively and progressively as a voice to advance our college's goals of student success and Diversity, Equity and Inclusion (DEI). We welcome feedback, thoughts, comments, suggestions, and ideas from all members of the college community. To facilitate this process, we will be holding an ACC retreat on Wednesday, August 16, from 11 a.m. to 2 p.m. in the Culinary Building in the Johnston Room. This will provide an opportunity to hear from our subcommittees and collectively define our goals and aspirations for the upcoming academic year.

Thank you, everyone, and we look forward to working together this year!

3. President's Report

President Reber offered the following remarks.

Good evening, trustees, colleagues, and students.

We learned recently of the passing of Hudson County Community College math tutor and alumnus, Omar Pershad; and Gloria Doria, sister of Trustee Joseph Doria. Please join me in a moment of silence for Omar, Gloria, their families and loved ones.

Moment of Silence.

Thank you.

It's great to be back together again after our July break! It's also exciting to be approaching our new academic year.

Shehzina and Chris, thank you for your reports, and welcome to your new positions as Vice President of SGA, and as Chair of the ACC, respectively.

Shehzina is representing new SGA President Lisa Camacho, who will join us at our September meeting. Shehzina is majoring in Early Childhood Education.

Dr. Christopher Cody joined our HCCC family one year ago as a member of the full-time faculty, teaching history, following several years as an adjunct faculty member. He is involved in many areas of the College and is widely respected for his outstanding teaching, scholarship, and service. Dr. Cody, we look forward to your leadership as the new ACC Chair, and your participation in Trustee meetings during the coming year.

We all learned late last week that Trustee Bakari Lee has been selected to receive the Association of Community College Trustees (ACCT) Northeast Regional Trustee Leadership Award. Bakari will be recognized at the annual ACCT Leadership Congress in Las Vegas in early October, and he is a candidate for the national M. Dale Ensign Trustee Leadership Award that will be announced at the Awards Gala in Las Vegas. A strong contingent of HCCC family members will attend the Leadership Congress and celebrate Bakari and his legendary accomplishments.

As you all are aware, the New Jersey Council of County Colleges also recognized Bakari in June with the Ronald D. Winthers Community College Trustee Leadership Award. There will be many representatives of New Jersey's 18 community colleges in Las Vegas to celebrate Bakari as well.

Bakari is on vacation, but we congratulate him in absentia and hope his ears are burning, so to speak. Trustee Lee's recognition is a great point of pride for Hudson County Community College!

Trustees, at your seats this evening is a printed copy of my 2022-23 Annual Report of College Goals and Outcomes Under My Leadership, which you also received electronically late last week. Trustees who are joining virtually will receive a printed copy in the mail. We take stock of the phenomenal achievements of the HCCC family during 2022-23, which are the outcomes of the engagement and contributions of everyone.

Thank you, trustees, for your leadership, guidance, advocacy, and support that make possible all of these points of pride – and milestones reached – in living and breathing our mission of service to students and the community. We begin the 2023-24 academic year in a very strong position for continuous improvement and reaching new levels of excellence.

This evening, I have invited Dr. Paula Roberson to discuss her leadership for inspirational initiatives and outcomes of the Center for Teaching, Learning, and Innovation. Welcome and thank you for joining us, Paula!

I have invited Dr. Darryl Jones to introduce Dr. Roberson.

Dr. Darryl Jones Introduces Dr. Paula Roberson

Good afternoon, trustees. It is always a pleasure to see you and to address important issues. I am excited about this afternoon's presentation, which Dr. Paula Roberson will facilitate.

In 2019, Dr. Roberson became Director of the Center for Teaching, Learning and Innovation (CTLI). Since that time, she has been an inspiring and dedicated leader. The advancement of the Center is a result of her laser-focused attention to the Center's professional development activities and the opportunities they provide for the entire Hudson County Community College family. This afternoon, you will hear about the successes of the Center that include the college's participation in the Association of College and University Educators, which we refer to as ACUE. ACUE is a nationally recognized credential for our faculty.

You will also hear about the exciting monthly professional development workshops offered continuously through the Center, and, of course, you will hear about the highly successful annual Teaching and Learning

Symposium on Social Justice in Higher Education that continues to grow its offerings, and also participants from colleges and universities across the country and beyond.

Dr. Paula Roberson presented on [The Center for Teaching, Learning, and Innovation](#)

Dr. Paula Roberson offered remarks.

Good afternoon, trustees, Dr. Reber, Dr. Jones, colleagues, and friends. It's my pleasure to share with you how the CTLI is leading, and learning forward, at HCCC.

First of all, I would like to acknowledge the very first public official who supported the CTLI by offering a welcome at our first symposium, Lieutenant Governor Sheila Oliver. We are all saddened by her passing.

On our Advisory Board, we have full- and part-time faculty. We have members from Passaic County Community College, Middlesex County College, New Jersey City University, Rutgers University New Brunswick, Princeton University, the Bayard Rustin Center for Social Justice, and our founding members, Columbia University and Raritan Valley Community College. I'm grateful for their continuous support.

Our educational partner is the Association of College and University Educators, also known as ACUE. We have 58 faculty members to date who have participated and earned a year-long ACUE certificate or micro-credential. Those who have completed micro-credentials also have the opportunity to grow them into a year-long certificate.

In January 2024, we will have access to an ACUE Course Facilitator. The participants will be able to review their work at all times, their transcript, and participate in the ACUE Professional Learning Community.

Our external partners have shown HCCC support, including Temple University's Dr. Valerie Dudley, who conducted a workshop on inclusive teaching strategies at our College Service Day. Carol Watchler from the Bayard Rustin Center offered LGBTQ+ Inclusion Strategies, also at College Service Day. Members of the Diversity Action Alliance, which is a national organization of CEOs, came together to put forth and share their Diversity, Equity and Inclusion (DEI) agenda. And, coming soon, we will launch a collaboration with Passaic County Community College.

Each semester, we offer adjunct faculty professional development in two phases. The first phase is for those faculty who have completed one semester. The second phase is for those who have completed at least five semesters. Offerings include the Mission and Goals of HCCC, Diversity in the Classroom, Classroom Management, and Writing Across the Disciplines/Designing Assignments, to name a few. These course offerings are taught by full-time faculty. Upon successful completion of each phase, adjunct faculty receive a monetary incentive the following semester.

In February 2022, our very first Teaching and Learning Symposium on Social Justice in Higher Education took place, and 47 Colleges from seven states attended. It was a pleasant surprise to see how successful and how well it was received.

For the February 2023 symposium, participants from two-thirds of the country attended; from 34 states, 132 colleges, two international colleges (County College of Jamaica and the University of West Indies), and 32 social, civil, and municipal agencies from across the country. 785 people enrolled but there were people who joined because they had the link, so there was a minimum of 1,000 people who attended this symposium.

In 2024, many collaborations are planned. The culturally responsive curriculum consultant at Passaic County Community College invited me to work with her on the Right to Read collaborative. It's about literacy justice for K to 12, in which literacy is the key to science, math, reading, and everything you need in college. We will collaborate to show the film, "The Right to Read", which LeVar Burton executively produced. He's presenting in secondary and primary schools across the country, and we endeavor to make that link within our cities and community agencies in Paterson and Jersey City.

The second collaboration will be on *The Cure for Hate*. *The Cure for Hate* is a book written by Tony McAleer, a former white supremacist who had a change of heart and a change of mind. An award-winning film on this book came out this year, directed by Peter Hutchinson. They have a grant to work with secondary schools about *The Cure for Hate*. We would like to facilitate that process for him by forming this collaboration.

Another new collaborative is *The Role of the Faith Leader in Social Justice*. You can't have civil rights or social justice movements without involving faith leaders. We will have a panel discussion of three faith leaders who will talk for an hour about their role in social justice initiatives, including Rev. Keith Davis of Camden, New Jersey.

We have invited Helio Fred Garcia, who wrote *Words on Fire*. He's presenting his workshop on the power of incendiary language and how to control it. Fred is the President of Logos Consulting Firm in New York, teaches the executive master's degree program at Columbia University, and teaches crisis communication. The second author we have engaged is Mark Talley. He's the author of *5/14: The Day the Devil Came to Buffalo*, and the President of Agents of Advocacy. His mother, Geraldine C. Talley, was slain in the Buffalo massacre early last year.

Please save these dates: Monday, February 26, 2024, through Friday, March 1, 2024. We're working on a panel discussion with three city mayors for social justice initiatives in their towns. The cities may be Paterson, Newark, and Jersey City and include a discussion of environmental initiatives, social justice, housing, and other initiatives that are taking place in their city. We have our own librarian working on a session for banned books across the country. We also have a faculty committee this year as the Social Justice Symposium has been institutionalized.

I'm working with very fine and good people. I consider them my friends, and it's going to be great this year. Thank you, Dr. Reber and Dr. Jones, for trusting and having faith in me.

President Reber resumed his remarks.

Dr. Roberson, thank you for your strong leadership and your many contributions to HCCC's mission. This symposium has become a national hallmark of Hudson County Community College.

Trustees, this concludes my report.

VI. REGULAR MONTHLY REPORTS AND RECOMMENDATIONS

1. *The Minutes of the Regular Meeting of May 9, 2023, were approved.*
2. *Gifts, Grants, and Contracts Report*

Hudson County Community College has received the following grants:

Title: Perkins V – Strengthening Career and Technical Education for the 21st Century

Agency: New Jersey Department of Education

Purpose of Grant: FY'24 Perkins Grant allocation to be utilized for direct instructional support of HCCC Career and Technical Education Programs.

College Administrator: Nydia James

College Contribution: \$0

Award Amount: \$1,441,365

Title: Jersey City Oral History at HCCC

Agency: New Jersey Council for the Humanities

Purpose of Grant: Hudson County Community College will carry out an oral history project to document the dramatic changes that have impacted Jersey City and surrounding communities.

College Administrator: Sean Egan

College Contribution: \$0

Award Amount: \$14,960

Title: PSEG-Funded Scholarships for HCCC Students

Agency: PSEG Foundation

Purpose of Grant: Strategically focused scholarships to support students in good academic standing who face financial hurdles that will prevent them from finishing their degree.

College Administrator: Nicole Johnson

College Contribution: \$0

Award Amount: \$5,000

Introduced by: Pamela Gardner

Seconded by: Jeanette Peña

8 Ayes.....0 Nays

Resolution Adopted

VII. FISCAL, ADMINISTRATIVE, LEASE, AND CAPITAL RECOMMENDATIONS 1-17:

1. Resolution Awarding Contract for Wayfinding Services to be funded through Chapter 12 at a cost not to exceed \$1,039,000, was approved.
2. Resolution Rejecting All Bids for Award of Contract for 119 Newkirk Street Demolition, and to again publicly advertise for bids, was approved.
3. Resolution Approving Architectural and Engineering Services On-Call List to be awarded to all proposers was approved.
4. Resolution Authorizing Purchase of Turnkey Replacements for 870 Bergen Avenue Mezzanine HVAC Units, to be funded through Chapter 12 at a cost not to exceed \$158,857 was approved.
5. Resolution Authorizing Award of Contract for Ground Maintenance Services at the Journal Square and North Hudson campuses to be funded from the operating budget at a cost not to exceed \$46,475 was approved.
6. Resolution Authorizing Purchase of Elevator Annunciators to be funded through Chapter 12 at a cost not to exceed \$69,825 was approved.
7. Resolution Authorizing Purchase of Replacement Computers to be funded from the operating budget at a cost not to exceed \$360,996 was approved.

8. Resolution Authorizing Renewal of Telephone System Maintenance Agreement to be funded from the operating budget at a cost not to exceed \$68,640 was approved.
9. Resolution Authorizing Renewal of Smart Net Maintenance and Technical Support to be funded from the operating budget at a cost not to exceed \$196,901 was approved.
10. Resolution Authorizing Renewal of Siteimprove for Website Support to be funded from the operating budget at a cost not to exceed \$49,784 was approved.
11. Resolution Authorizing Renewal of Dark Web Vulnerability Scan Software to be funded from the operating budget at a cost not to exceed \$43,875 was approved.
12. Resolution Authorizing Renewal of College Campus-Wide Software License Agreement to be funded from the operating budget at a cost not to exceed \$91,765 was approved.
13. Resolution Authorizing Renewal of Contract for Dental Insurance at a total cost not to exceed \$337,928 for the two (2) year term was approved.
14. Resolution Authorizing Renewal of Contract with WW Grainger for Office of Facilities Supplies and Equipment to be funded from the operating budget at a cost not to exceed \$85,000 was approved.
15. Resolution Authorizing Renewal of Subscription Services for Gabert Library to be funded from the operating budget at a cost not to exceed \$83,969 was approved.
16. Resolution Authorizing Renewal of Achieving the Dream contract to be funded from the operating budget at a cost not to exceed \$60,500 was approved.
17. Resolution Authorizing Purchasing Bid Threshold for Fiscal Year 2024 for the performance of any work or the furnishing of hiring materials or supplies, the cost or price of which does not exceed \$41,600 was approved.
18. Resolution Authorizing Renewal of Review and Testing Course for Registered Nursing Program to be funded by the Carl D. Perkins Grant at a cost not to exceed \$180 per academic term, per student, was approved.
19. Resolution Authorizing Renewal of Review and Testing Course for Practical Nursing Program to be funded by the Carl D. Perkins Grant at a cost not to exceed \$125 per academic term, per student, was approved.
20. Resolution Authorizing Increase in Contract for Purchase of Dairy Products Approved Under Resolution #8 at November 22, 2022 Board of Trustees Meeting, to a total amount not to exceed \$93,174 was approved.
21. Resolution Authorizing Purchase of Point of Sale Systems for the North Hudson Café Project to be funded from the American Rescue Plan (ARP) Grant at a cost not to exceed \$70,544 was approved.

Introduced by: Jeanette Peña

Seconded by: Harold Stahl

8 Ayes.....0 Nays

Resolutions Adopted

VIII. PERSONNEL RECOMMENDATIONS 1-8:

1. RESIGNATIONS

First Name	Last Name	Title	Effective Date
Chrissto	Canales	Academic Counselor	August 10, 2023
Jamar	Johnson	Academic Counselor	June 29, 2023

Cynthia	Perez	Skills Simulation Lab Coordinator	July 27, 2023
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RECOMMENDATION: *The President, Administration, and Personnel Committee recommend that the Board of Trustees approve the Resignations above as Personnel Recommendation Item No. 1.*

2. APPOINTMENT OF FULL-TIME STAFF

First Name	Last Name	Title	Salary Grade	Effective Date	Annual Salary
Mark	Amaker	Support Analyst, NHC Campus	107	August 9, 2023	\$ 42,317.30
Malcolm	Kornegay	Support Analyst, JSQ Campus	107	August 9, 2023	\$ 45,992.08
Manuel	Lendorf	Support Analyst, JSQ Campus	107	August 9, 2023	\$ 46,338.36
Willie	Shirer	Senior Audio-Visual Analyst	110	August 9, 2023	\$ 51,938.29
Sargeant	Williams	Safety and Security Associate	103	August 28, 2023	\$ 36,500.00

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

3. APPOINTMENT OF TEMPORARY FULL-TIME STAFF

First Name	Last Name	Title	Salary Grade	Effective Date	Anticipated End Date	Annual Salary
Karina	Arango	Student Success Coach, Academic and Workforce Pathways Program (Grant-funded)	109	September 1, 2023	August 31, 2024	\$ 47,479.51
Michelle (Miki)	DeLaFleur	Interim Director of Patron Services	117	August 16, 2024	December 31, 2023	\$ 68,966.74
Machli	Joseph	Student Success Coach, NJ PLACE 2.0 (Grant-funded)	109	September 1, 2023	August 31, 2024	\$ 47,479.51
Fabiola	Ocean	Student Success Coach, Academic and Workforce Pathways Program (Grant-funded)	109	September 1, 2023	August 31, 2024	\$ 47,479.51

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

4. APPOINTMENT OF FULL-TIME FACULTY

First Name	Last Name	Title	Salary Grade	Effective Date	Annual Salary
Sharon	Daughtry	Instructor, Business (Tenure-Track)	Inst	August 16, 2023	\$ 65,035.27
Sebastian	Pieciak	Instructor, Speech (Tenure-Track)	Inst	August 16, 2023	\$ 55,434.92
Soviesky	Pujols	Instructor, English (Tenure-Track)	Inst	August 16, 2023	\$ 60,726.15
Sonja	Radiger-Radovic	Instructor, ESL (Tenure-Track)	Inst	August 16, 2023	\$ 59,242.14
Keeley	Thornton	Instructor, ESL (Tenure-Track)	Inst	August 16, 2023	\$ 55,434.92
Benedetto J.	Youssef	Instructor, English (Tenure-Track)	Inst	August 16, 2023	\$ 55,434.92

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

5. APPOINTMENT OF TEMPORARY FULL-TIME FACULTY

First Name	Last Name	Title	Salary Grade	Effective Date	Anticipated End Date	Annual Salary
Sean	Hughs	Instructor, ESL (Non-tenured)	Inst	August 16, 2023	December 31, 2023	\$ 55,434.92
Michael A.	Lee	Instructor, Studio Arts (Non-tenured)	Inst	August 16, 2023	December 31, 2023	\$ 55,434.92
Tazio	Ruffilo	Instructor, Speech (Non-tenured)	Inst	August 16, 2023	December 31, 2023	\$ 55,434.92

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. AUTHORIZATION OF PART-TIME STAFF THROUGH AUGUST 2024, AS NEEDED

FIRST NAME	LAST NAME	DEPARTMENT	TITLE	POSITION ID	SUPERVISOR
Jennifer	Cruz-Marulanda	Academic Affairs	Office Assistant	OFFAST-252010	Pamela Bandyopadhyay
Marwa	Abdelgowad	ADJ Academic Support Services Department	Tutor	Tutor-11-252010-505460	Kenny Fabara
Erika	Andal	ADJ Academic Support Services Department	Tutor	Tutor-11-252010-505460	Kenny Fabara
Marlenne	Andalia	ADJ Academic Support Services Department	Tutor	Tutor-11-252010-505460	Kenny Fabara
Hafeda	Benounane	ADJ Academic Support Services Department	CTE Academic Coach	CTE Academic Coach- 21-601021-505460	Kenny Fabara
Elissa	D'Aries	ADJ Academic Support Services Department	Tutor	Tutor-11-252010-505460	Kenny Fabara
Maryam	Edris	ADJ Academic Support Services Department	Tutor	Tutor-11-252010-505460	Kenny Fabara
Siham	El Basha	ADJ Academic Support Services Department	Tutor	Tutor-11-252010-505460	Kenny Fabara
Briana	Espinosa	ADJ Academic Support Services Department	Tutor	Tutor-11-252010-505460	Kenny Fabara
Vandita	Gupta	ADJ Academic Support Services Department	Tutor	Tutor-11-252010-505460	Kenny Fabara
Spencer	Jovellanos	ADJ Academic Support Services Department	Tutor	Tutor-11-252010-505460	Kenny Fabara

Farhan	Khan	ADJ Academic Support Services Department	Tutor	Tutor-11-252010-505460	Kenny Fabara
Stev	Lewis	ADJ Academic Support Services Department	Tutor	Tutor-11-252010-505460	Kenny Fabara
Nelson	Lovera	ADJ Academic Support Services Department	Tutor	Tutor-11-252010-505460	Kenny Fabara
Matthew	McClintock	ADJ Academic Support Services Department	Tutor	Tutor-11-252010-505460	Kenny Fabara
Regina	Morales Sevilla	ADJ Academic Support Services Department	Tutor	Tutor-11-252010-505460	Kenny Fabara
Shyam	Patel	ADJ Academic Support Services Department	Tutor	TUTOR-252010	Kenny Fabara
Marco	Scherillo	ADJ Academic Support Services Department	Tutor	Tutor-11-252010-505460	Kenny Fabara
Manesha	Singh	ADJ Academic Support Services Department	Tutor	Tutor-11-252010-505460	Kenny Fabara
Marolla	Youakim	ADJ Academic Support Services Department	CTE Academic Coach	CTE Academic Coach- 21-601021-505460	Kenny Fabara
Robert	Presar	Advancement	Bookkeeper	PTBOKP-255010	Nicole Johnson
Chrissto	Canales	Advisement	PT Advisor	PTADVISOR-200510	Gretchen Schulthes/ Jenny Henriquez
Samantha	Ramirez	Advisement	Office Assistant	OFFAST-200510	Jenny Henriquez
Madeline	Dyer	Center for Teaching, Learning, and Innovation	Office Assistant	OFFAST	Paula Roberson
Elliot	Erhunmwosere	College Libraries	Library Associate, Technology	PTLRTEC-150510	Jing Yang
Randi	Hawkins	College Libraries	Part Time Librarian	PTLRN-150510	John Hernandez
Priyanka	Mistry	Communications	Office Assistant	OFFAST-254005	Jennifer Christopher
Omar	Ashour	Continuing Education and Workforce Development	PT Instructor	PTINST-102010	Chastity Farrell
Natalie	Brown	Continuing Education and Workforce Development	PT Student Success Coach	ACDCCH-103005	Catherina Mirasol
Ricardo	Camacho Jr.	Continuing Education and Workforce Development	PT Healthcare Instructor	HCINST-103005 and HCINST-605020	Samaya Yashayeva/ Anita Belle

Gabriel	Cisneros	Continuing Education and Workforce Development	PT Healthcare Instructor	HCINST-103005 and HCINST-605020	Samaya Yashayeva/ Anita Belle
Maria Lou Riza	Dejesus	Continuing Education and Workforce Development	PT Instructor	PTINST-102010	Chastity Farrell
Denise	Dubron	Continuing Education and Workforce Development	PT Healthcare Instructor	HCINST-103005 and HCINST-605020	Samaya Yashayeva/ Anita Belle
Amal	Eddegouj	Continuing Education and Workforce Development	PT Healthcare Instructor and PT Instructor	HCINST-103005 and PTINST-102010	Samaya Yashayeva/ Chastity Farrell
Mariam	Elkholy	Continuing Education and Workforce Development	PT Instructor	PTINST-102010	Chastity Farrell
Darius	Gilmore	Continuing Education and Workforce Development	PT Academic Coach	ACDCCH-603091	Catherina Mirasol
Patricia	Gonzalez Feliz	Continuing Education and Workforce Development	PT Healthcare Instructor	HCINST-605020	Anita Belle
Khurshed	Khan	Continuing Education and Workforce Development	PT Instructor	PTINST-102010	Chastity Farrell
Faustina	Koffi	Continuing Education and Workforce Development	PT Healthcare Instructor	HCINST-103005 and HCINST-605020	Samaya Yashayeva/ Anita Belle
Johnstone	Libutsi	Continuing Education and Workforce Development	PT Healthcare Instructor	HCINST-605020	Anita Belle
Elizabeth	Marrero	Continuing Education and Workforce Development	PT Healthcare Instructor	HCINST-103005 and HCINST-605020	Samaya Yashayeva/ Anita Belle
Abeer	Nouh	Continuing Education and Workforce Development	PT Healthcare Instructor	HCINST-103005 and HCINST-605020	Samaya Yashayeva/ Anita Belle
Adrianne	Payne	Continuing Education and Workforce Development	PT Instructor	PTINST-603091	Catherina Mirasol
Laverne	Ploom	Continuing Education and Workforce Development	PT Healthcare Instructor	HCINST-605020	Anita Belle

Mark	Raines	Continuing Education and Workforce Development	PT Instructor	PTINST-102010	Chastity Farrell
Muhammad	Rasheed	Continuing Education and Workforce Development	PT Instructor	PTINST-102010	Chastity Farrell
Attiq	Rehman	Continuing Education and Workforce Development	PT Healthcare Instructor	HCINST-103005 and HCINST-605020	Samaya Yashayeva/ Anita Belle
Julie	Rosario	Continuing Education and Workforce Development	PT Customer Service Assistant	CSTAST-102010	Chastity Farrell
Charles	Schaadt	Continuing Education and Workforce Development	PT Instructor	PTINST-603071	Anita Belle
Anna	Zielinski	Continuing Education and Workforce Development	PT Instructor	PTINST-102010	Chastity Farrell
Shehzina	Ali	Educational Opportunity Fund	EOF PT Office Assistant	EOFPTOffAsst-505455	Jose M. Lowe
Jailyn	Bermudez	Educational Opportunity Fund	Office Assistant	EOFOFFASST-150515	Jose M. Lowe
Guadalupe Jeannette	Espinoza-Urizar	Educational Opportunity Fund	EOF Office Assistant	EOFPTOFFASS	Jose M. Lowe
Victoria	Migochi	Educational Opportunity Fund	Tutor Coordinator	EOFPTTUTOR-150515	Jose Lowe
Marolla	Youakim	Educational Opportunity Fund	EOF Tutor	EOFPTTUTOR	Jose Lowe
Daniel	Chasse	Grants/ STEM	Office Assistant	PTOSAST-602002	Azhar Mahmood
Kadira	Johnson	Hudson Helps Resource Center	Food Pantry Manager	PTRYMGR	Katherine Morales
Mohamed	Abdelkader	Information Technology Services	Part-Time Support Analyst	PT Support Analyst-253025	Kenneth B. Melewski
Mohammed	Ayub	Information Technology Services	Part-Time Support Analyst	PT Support Analyst-253025	Kenneth B. Melewski
Youstina	Semaan	Information Technology Services	Part Time Support Analyst	PT Support Analyst-253025	Kenneth B. Melewski
Wesley	Pena	Library Resource Center, NHC	Library Associate, Technology	NHCTEPT-150510	Lisa Bogart
Maryam	Arkkou	Office of Financial Aid	Office Assistant	OFFAST-200520	Sylvia Mendoza
Sweta	Sanghavi	Purchasing and Procurement	Purchasing Assistant	PTPURAS-253010	Jeff Roberson Jr.

Erick	Gamero	School of Humanities and Social Sciences	Academic Coach	AC-601012	Alison Wakefield
Anthony	Jenkins	School of Humanities and Social Sciences	Teaching CAD/C Test Prep Courses	WPCIN-101020	Jacquelyn DeLemos
Jedediah	Palmer	School of Humanities and Social Sciences	Part-time ESL Coordinator	PTESLCOOR	Alison Wakefield
Liana	Tabatadze	School of Humanities and Social Sciences	Part-time office Assistant	OFFAST-101020	Jacquelyn DeLemos
Mary Ellen	Cvek	School of Nursing and Health Professions	Skills Lab Tutor	PTSLT-101017	Lori Byrd
Eileen	D'Alessio	School of Nursing and Health Professions	Skills Lab Tutor	TUTOR-101017	Lori Byrd
Carol	Fasano	School of Nursing and Health Professions	Skills Lab Tutor	PTSLT-101017	Lori Byrd
Jane	Githuka	School of Nursing and Health Professions	Skills Lab/Tutor	TUTOR-101017	Lori Byrd
Marcela	Gomez-Sanchez	School of Nursing and Health Professions	Skills Lab/Tutor	PTSLT-101017	Lori Byrd
Fabiola	Josaphat	School of Nursing and Health Professions	Skills Lab/Tutor	TUTOR-101017	Lori Byrd
Victoria	Landa	School of Nursing and Health Professions	Skills Lab/Tutor	PTSLT-101017	Lori Byrd
Susan	Lipyanka	School of Nursing and Health Professions	Skills Lab/Tutor	TUTOR-101017	Lori Byrd
Stanley	Parrales	School of Nursing and Health Professions	Skills Lab/Tutor	TUTOR-101017	Lori Byrd
Cynthia	Perez	School of Nursing and Health Professions	Skills Lab Assistant	PTSLA-101017	Lori Byrd
Jaymee	Quintal-Brual	School of Nursing and Health Professions	Skills Lab/Tutor	PTSLT-101017	Lori Byrd
Omega	Dickerson	Student Life and Leadership	Student Center Assistant	STUCENT-701000	Veronica Gerosimo
Keiry	Hernandez	Student Life and Leadership	Event Assistant	PTEVAST-701000	Veronica Gerosimo

RECOMMENDATION:

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

7. APPOINTMENT OF NEW HIRE ADJUNCT INSTRUCTORS

First Name	Last Name	School/Office
Jamar	Johnson	Academic Affairs
Syed	Hasan	Academic Foundations, Mathematics
Bob	Maurer	Business, Culinary Arts, and Hospitality Management
Diana	Ramirez	Business, Culinary Arts, and Hospitality Management
Enmely	Soriano	Business, Culinary Arts, and Hospitality Management
Cristina	Vasquez	Business, Culinary Arts, and Hospitality Management
Alexandra	Cheron	English and ESL
Christa E.	Fazio	English and ESL
Zarui (Zara)	Migranyan-McKinney	English and ESL
Shree Vishal T.	Persaud	English and ESL
Kelly	Silva	English and ESL
Kelly	Silva	English and ESL
Haywood	Batchelor	Humanities and Social Sciences
Nicholas	Bellino	Humanities and Social Sciences
Tashany	Brown	Humanities and Social Sciences
Frank	Gioia	Humanities and Social Sciences
Lesley	Leslie	Humanities and Social Sciences
Lawrence	Lichtenfeld	Humanities and Social Sciences
Paula	Olveria	Humanities and Social Sciences
Randy	Perez	Humanities and Social Sciences
Loren	Ball	Nursing and Health Professions
Shine	Kannampilly	Nursing and Health Professions
Rina	Verma	Nursing and Health Professions
Ehab	Azmy	STEM
Vandita	Gupta	STEM
Noorsayed	Jami	STEM
Sajid	Riaz	STEM
Lilani	Seneviratne	STEM
Rajiv	Shah	STEM
Money	Verma	STEM
Syed Masood	Hasan	STEM

RECOMMENDATION:

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

8. MODIFICATIONS TO STAFFING TABLE

Current Approved Title	New Title/Classification	Incumbent (If applicable)	Salary Grade and Salary Adjustment (If applicable)	Effective Date
Executive Assistant to the Vice President for Finance	Senior Executive Assistant	Christopher Ciely	Salary Adjustment From: \$69,114 To: \$76,914	August 16, 2023
Dean, Academic Affairs and Assessment	Associate Vice President, Academic Affairs and Assessment	Heather DeVries	Salary Adjustment From: \$127,785.40 To: \$140,000	August 16, 2023

Associate Director, Human Resources (Benefits)	Director of Benefits and Compensation	Carmen McGuire	Salary Grade Change From: 115 to 117 Salary Change From: \$67,529 To: \$75,529	August 16, 2023
Director, Center for Teaching, Learning, and Innovation	Classification Change From: Director I To: Director II	Paula Roberson	Salary Grade Change From 117 to 119 Salary Adjustment From: \$74,585 To: \$84,900	August 16, 2023
Coordinator, Human Resources	Assistant Director, Human Resources (Recruitment)	Stephanie Sergeant	Salary Grade Change From 109 to 113 Salary Adjustment From: \$47,751 To: \$54,751	August 16, 2023
Assistant Director, Human Resources (HRIS)	Associate Director, Human Resources Information Systems	N/A	Salary Grade Change From 113 to 115	August 9, 2023
Director of Faculty and Staff Development	Classification Change From: Director II To: Director I	N/A	Salary Grade Change From 119 to 117	August 9, 2023
Executive Assistant, Advancement	Advancement Operations Manager	N/A	Salary Grade 117	August 9, 2023

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

*The Board of Trustees approved the recommendations of the President, Administration, and Personnel Committee as outlined above in **Item VIII., Personnel Recommendations 1-8.***

1) Resignations; 2) Appointment of Full-time Staff; 3) Appointment of Temporary Full-time Staff; 4) Appointment of Full-time Faculty; 5) Appointment of Temporary Full-time Faculty; 6) Authorization of Part-time Staff, as Needed; 7) Appointment of New Hire Adjunct Instructors; and 8) Modifications to Staffing Table.

*Introduced by: Harold Stahl
Seconded by: Jeanette Peña*

8 Ayes.....0 Nays

Resolutions Adopted

IX. ACADEMIC AND STUDENT AFFAIRS RECOMMENDATIONS 1-12:

1. Resolution Authorizing Renewal of Affiliation Agreement Between Hudson County Community College (HCCC) and IJKG Opco LLC d/b/a CarePoint Health – Bayonne Medical Center for Clinical Experiences in Radiography was approved.
2. Resolution Authorizing Renewal of Affiliation Agreement Between Hudson County Community College (HCCC) and Hudson Hospital Opco LLC d/b/a CarePoint Health – Christ Hospital for Clinical Experiences in Radiography was approved.
3. Resolution Authorizing Renewal of Affiliation Agreement Between Hudson County Community College (HCCC) and HUMCO Opco LLC d/b/a CarePoint Health – Hoboken University Medical Center for Clinical Experiences in Radiography was approved.

4. Resolution Authorizing Renewal of Affiliation Agreement Between Hudson County Community College (HCCC) and New Jersey Imaging Partners, Inc. for Clinical Experiences in Radiography was approved.
5. Resolution Authorizing Renewal of Affiliation Agreement Between Hudson County Community College (HCCC) and Riverside Medical Management, LLC d/b/a Riverside Medical Group for Clinical Experiences in Radiography was approved.
6. Resolution Authorizing Renewal of Affiliation Agreement Between Hudson County Community College (HCCC) and Richmond University Medical Center for Clinical Experiences in Radiography was approved.
7. Resolution Authorizing Renewal of Affiliation Agreement Between Hudson County Community College (HCCC) and IJKG Opco LLC d/b/a CarePoint Health – Bayonne Medical Center for Clinical Experiences in Practical Nursing was approved.
8. Resolution Authorizing Renewal of Affiliation Agreement Between Hudson County Community College (HCCC) and Alaris Health at Hamilton Park for Clinical Experiences for Students Enrolled in the Enhanced Certified Nurse Aide Program was approved.
9. Resolution Authorizing Affiliation Agreement Between Hudson County Community College (HCCC) and ManhattanView Center for Rehabilitation and Healthcare for Clinical Experiences for Students Enrolled in the Enhanced Certified Nurse Aide Program was approved.
10. Resolution Authorizing Memorandum of Understanding Between Hudson County Community College and Cannabis Connoisseur was approved.
11. Proposed Agreement Between Hudson County Community College (HCCC) and CVS Pharmacy, Inc. for Externship Training Experiences for Students Enrolled in the Healthcare Support Staff Program was approved.
12. Resolution Authorizing Agreement Between Hudson County Community College (HCCC) and Nutley Board of Education for the Delivery of Culinary Arts Instruction for Academic Year 2023-24 was approved.

Introduced by: Pamela Gardner

Seconded by: Silvia Rodriguez

8 Ayes.....0 Nays

Resolutions Adopted

X. NEW BUSINESS – None

XI. ADJOURNMENT at 5:30 p.m.

Introduced by: Edward DeFazio

Seconded by: Jeanette Peña

9 Ayes.....0 Nays

Resolution Adopted

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

September 12, 2023

VII. FISCAL, ADMINISTRATIVE, LEASE, AND CAPITAL RECOMMENDATIONS

1. Resolution Authorizing Support and Intent for the County of Hudson to Provide Partial Funding for the Construction of the HCCC Tower Project

WHEREAS, Hudson County Community College ("College") has presented a plan to the County of Hudson ("County") for the expansion of the College campus by the acquisition, development, and construction of a building located in the Journal Square area of Jersey City, which is to be used by the College for administrative and other educational purposes ("Project"); and,

WHEREAS, the County supports and wishes to assist the College by providing the remaining funding needed for the Project; and,

WHEREAS, the College has identified partial funding on deposit to dedicate to the Project, and funding it can allocate through Chapter 12; and,

WHEREAS, the College funds are insufficient to satisfy the total amount needed to complete the Project based on professional estimates, and the Project cannot be completed unless additional funding is identified; and,

WHEREAS, the Hudson County Executive and the Hudson County Board of Commissioners intend to take whatever actions are necessary to provide funding to the College for completion of the Project up to the sum of thirty-two million dollars (\$32,000,000); and,

WHEREAS, the County intends to provide funding for the Project by way of capital bonding and/or the allocation of revenue replacement funds received by the County from the United States Treasury through the American Rescue Plan Act ("ARP"); specifically, State and Local Fiscal Recovery Funds ("SLFRF"); and,

WHEREAS, it is the intent of the County to include in their budget an appropriation to partially fund, under the category of Revenue Replacement, the construction of the Project, with the balance of the proceeds coming from a bond ordinance to be added to funds held by the College for this purpose; and,

WHEREAS, the Project qualifies as having a governmental purpose that will serve the needs of the residents of the County seeking higher education; and,

WHEREAS, the life of assets is greater than fifteen (15) years; and,

WHEREAS, the Administration, Finance Committee, and Capital Projects Advisory Committee recommend this award;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Hudson County Community College ("Trustees") approve a request to the County of Hudson for up to Thirty-Two Million Dollars (\$32,000,000) for completion of the Tower Project.

BE IT FURTHER RESOLVED that the Board of Trustees request that the Hudson County Community College Board of School Estimate and Hudson County Board of Commissioners make such certifications, take all actions, and enter into such agreements necessary to provide the funding.

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 Award of Contract for 119 Newkirk Street Demolition

WHEREAS, Hudson County Community College ("College") needs to demolish the building at 119 Newkirk Street and build a parking structure ("Project"); and,

WHEREAS, this Project is part of the overall HCCC Tower project implementation; and,

WHEREAS, pursuant to N.J.S.A. 18:64A-25.1, et seq., the College advertised and held a public bid opening for services; and,

WHEREAS, the College received the following bids in response to the advertisement:

<u>Vendor</u>	<u>Location</u>	<u>Cost</u>
Persistent Construction, Inc.	Fairview, NJ	\$1,373,182
APS Contracting, Inc.	Paterson, NJ	\$1,585,000
Molba Construction	Little Ferry, NJ	\$1,860,000
PMY Construction Corp.	Lyndhurst, NJ	\$4,284,000

WHEREAS, the lowest bid was received from Persistent Construction Inc. ("Persistent"), which the College has determined to be the lowest responsible bidder; and,

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

WHEREAS, the Administration, Finance Committee, and Capital Projects Advisory Committee recommend this award;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Hudson County Community College award a contract to Persistent Construction, Inc. of Fairview, New Jersey, for the Project at a cost not to exceed \$1,373,182.

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

3. Resolution Authorizing Purchase of Information Security Program

WHEREAS, Hudson County Community College ("College") requires an information security program and operational cybersecurity consultant to meet regulatory and cyber insurance requirements, ensuring that it completes its Mission and Strategic Goals without interruption by data, information, or systems loss ("Services"); and,

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

WHEREAS, notwithstanding the bid exemption, the College solicited proposals for the Services through a fair-and-open process and issued a Request-for-Proposal ("RFP") for the Services for a term not to exceed one (1) year; and,

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

<u>Vendor</u>	<u>Location</u>	<u>Cost</u>
Affinity Security Services	Randolph, NJ	\$75,000
Cyber Security Operations	Stamford, CT	\$136,770

Aspire Technology Partners, LLC	Eatontown, NJ	\$172,800
Janus Associates	Stamford, CT	\$276,675
Securance Consulting	Tampa, FL	\$327,120

WHEREAS, the submission from the lowest proposer, Affinity, did not include all services required by the RFP; and,

WHEREAS, the submission from the second lowest proposer, Cyber Security Operations (“CSO”), met the requirements of the RFP; and,

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

WHEREAS, the term for the Services is one (1) year; and,

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

WHEREAS, the Administration and Finance Committee recommend this purchase;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Hudson County Community College award a contract for information security program consulting services from Cyber Security Operations of Stamford, Connecticut, as described herein at a cost not to exceed \$136,770.

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

4. Resolution Authorizing Renewal of Public Relations Support for the Office of Communications

WHEREAS, Hudson County Community College (“College”) desires the services of a consultant to provide public relations support (“Services”); and,

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

WHEREAS, notwithstanding the bid exemption, the College solicited proposals for the Services through a fair-and-open process and issued a Request-for-Proposal (“RFP”) for the Services for a term not to exceed one (1) year; and,

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

<u>Vendor</u>	<u>Location</u>	<u>Cost</u>
Jones & Associates Communications, Inc.	Jersey City, NJ	\$98,520

WHEREAS, the College has determined that the proposal submitted by Jones & Associates Communications, Inc. is in the best interests of the College, price and other factors considered; and,

WHEREAS, there is no increase from the prior year; and,

WHEREAS, the term for the Services is one (1) year; and,

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

WHEREAS, the Administration and Finance Committee recommend this purchase;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Hudson County Community College award a contract for public relations support services from Jones & Associates Communications, Inc. of Jersey City, New Jersey, as described herein at a cost not to exceed \$98,520.

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 Renewal of Video/Podcast Services for the Office of Communications

WHEREAS, Hudson County Community College ("College") needs to renew Video/Podcast Services ("Services") for the Office of Communications in connection with the College's digital cable advertising; and,

WHEREAS, pursuant to N.J.S.A. 18A:64A-25.5 (a) (16), entertainment, including, without limitation, theatrical presentations, bands and other concerts, movies and other audiovisual productions, are exempt from public bidding; and,

WHEREAS, notwithstanding the bid exemption, the College solicited proposals for the Services through a fair-and-open process and issued a Request-for-Proposal ("RFP") for the Services for a term not to exceed one (1) year; and,

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

<u>Vendor</u>	<u>Location</u>	<u>Cost</u>
Supermanos, LLC	West Chester, PA	\$72,000

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

WHEREAS, there is no increase from the prior year; and,

WHEREAS, the term for the Services is one (1) year; and,

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

WHEREAS, the Administration and Finance Committee recommend this purchase;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Hudson County Community College award a contract for video/podcast services from Supermanos, LLC of West Chester, Pennsylvania, as described herein at a cost not to exceed \$72,000.

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

6. Resolution Authorizing Renewal of Digital Advertisement Services

WHEREAS, Hudson County Community College ("College") needs to renew Digital Advertisement Services ("Services") for the Office of Communications; and,

WHEREAS, pursuant to N.J.S.A. 18A:64A-25.5 (a) (20), goods and services for personnel recruitment and advertising, including, without limitation, advertising seeking student enrollment, are exempt from public bidding; and,

WHEREAS, notwithstanding the bid exemption, the College solicited proposals for the Services through a fair-and-open process and issued a Request-for-Proposal ("RFP") for the Services for a term not to exceed one (1) year; and,

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

<u>Vendor</u>	<u>Location</u>	<u>Cost</u>
Semgeeks	Belmar, NJ	\$49,980

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

WHEREAS, there is no increase from the prior year; and,

WHEREAS, the term for the Services is one (1) year; and,

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

WHEREAS, the Administration and Finance Committee recommend this purchase;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Hudson County Community College award a contract for digital advertisement services from Semgeeks of Belmar, New Jersey as described herein at a cost not to exceed \$49,980.

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 Renewal of College Campus-Wide Software License Agreement

WHEREAS, Hudson County Community College ("College") needs to renew the College campus-wide Microsoft Software License with purchase of increased security included; and,

WHEREAS, pursuant to N.J.S.A. 18A:64A-25.11a, the College may, without public bidding, purchase goods and services through national cooperatives; and,

WHEREAS, GovConnection, Inc. (part of OMNIA Partners/Region 4 ESC Contract #R210402) has submitted a proposal to provide these licenses and security upgrades that may be released by Microsoft during the year at a total cost not to exceed \$120,936; and,

WHEREAS, there is no increase from the prior year; and,

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

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

WHEREAS, the Administration and Finance Committee recommend this award;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Hudson County Community College award a contract to GovConnection, Inc. of Merrimack, New Hampshire, for the renewal of the College campus-wide Microsoft Software License as described herein at a cost not to exceed \$120,936.

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 Renewal of Staff and Faculty Monthly Parking at Harrison Parking Center

WHEREAS, Hudson County Community College ("College") needs to provide additional parking for faculty and staff; and,

WHEREAS, the College wishes to acquire the right to use fifty (50) monthly parking spaces for a garage in Harrison, New Jersey; and,

WHEREAS, pursuant to N.J.S.A 18A:64A-12 (l), the board of trustees of a county college may acquire, lease and use property that is necessary for college purposes; and,

WHEREAS, Harrison Parking Center has submitted a proposal to provide fifty (50) parking spaces for a total cost not to exceed \$70,000; and,

WHEREAS, there is no increase from the prior year; and,

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

WHEREAS, the cost of the parking spaces 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 approve the agreement with Harrison Parking Center of Harrison, New Jersey for the use of fifty (50) parking spaces at a cost not to exceed \$70,000.

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

9. Resolution Approving Payment for Photography Services

WHEREAS, Hudson County Community College ("College") required photography services for the Office of Communications for various events throughout fiscal year 2023 (the "Work"); and,

WHEREAS, additional services were needed due to an increase in events such as the Pride Parade, weekend Culinary events, Park Plaza lighting, art collection photographs, headshots for faculty and staff, and individual department graduation events requests, which were not anticipated when the services were originally procured; and,

WHEREAS, the total cost for fiscal year 2023 came to \$68,771; and,

WHEREAS, pursuant to N.J.S.A. 18A:64A-25.5 (a) (16), entertainment, including, without limitation, theatrical presentations, bands and other concerts, movies and other audiovisual productions, are exempt from public bidding; and,

WHEREAS, the College engaged Jersey Pictures ("JP") to perform the Work; and,

WHEREAS, the Administration and Finance Committee recommend the payment for the Work;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Hudson County Community College authorize payment to Jersey Pictures of Hackettstown, New Jersey, for photography services at a cost not to exceed \$68,771.

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 Approving Payment for National Healthcareer Association Services

WHEREAS, Hudson County Community College ("College") required the services of National Healthcareer Association ("NHA") for the Office of Nursing for testing throughout fiscal year 2023 (the "Work"); and,

WHEREAS, the total cost for fiscal year 2023 came to \$87,540; and,

WHEREAS, pursuant to N.J.S.A. 18A:64A-25.3, the contract was awarded without public bidding as it was anticipated that the total cost of the contract would be below the College's bid threshold; and,

WHEREAS, the College engaged NHA to perform the Work; and,

WHEREAS, the Administration and Finance Committee recommend the payment for the Work;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Hudson County Community College authorize payment to National Healthcareer Association of Leawood, Kansas, for testing services at a cost not to exceed \$87,540.

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 Approving Payment for Purchases through the Hunger Free Grant

WHEREAS, Hudson County Community College ("College") has accepted a Hunger Free Grant in the total amount of \$184,523 through Hudson Helps; and,

WHEREAS, the purpose of the grant is to provide hunger assistance for students in need at the College; and,

WHEREAS, pursuant to the grant, the College purchased food gift cards from Flik in the amount of \$102,150, BJ's Wholesale Club in the amount of \$51,977, and from Wakefern Food Corp. in the amount of \$30,396; and,

WHEREAS, OSHE has approved the College's use of the grant funds to purchase the food gift cards.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of Hudson County Community College approve the payment for purchase of the food gift cards as set forth above.

BE IT FURTHER RESOLVED that the Administration is authorized to take such other and further steps as necessary to comply with the requirement of the grant and to effectuate the purposes of this resolution.

12. Resolution Authorizing Building Maintenance Services Contract Extension

WHEREAS, Hudson County Community College ("College") requires the services of a vendor to provide building maintenance services; and,

WHEREAS, the College has commenced procurement of the Services; and,

WHEREAS, the College needs to extend the current building maintenance services contract with Maverick Building Services, Inc. ("Maverick") while the College conducts a procurement for the services and is able to award a contract to the new vendor; and,

WHEREAS, the anticipated extension is until December 2023; and,

WHEREAS, Maverick will provide the extended services at a total cost not to exceed \$259,000 per month; and,

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

WHEREAS, the Administration and Finance Committee recommend payment for these services;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Hudson County Community College authorize the College to enter into a contract extension for services with Maverick Building Services, Inc. of Rutherford, New Jersey through December 2023 at a cost not to exceed \$259,000 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.

13. Resolution Authorizing Cooperative with Hunterdon County Educational Services Commission

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

WHEREAS, the Hunterdon County Educational Services Commission ("HCESC") established the New Jersey Cooperative Purchasing Alliance # CK04, a Cooperative Pricing System for the purchase of goods and services ("NJCPA") in which the County of Bergen serves as the Lead Agency for procurement; and,

WHEREAS, the Finance Committee and Administration recommend joining the HCESC;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Hudson Community College hereby authorize participation in the HCESC Cooperative Pricing System effective immediately.

BE IT FURTHER RESOLVED that the Board of Trustees authorize the Administration to enter into the Cooperative Pricing Agreement with the Hunterdon County Educational Services Commission serving as Lead Agency.

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

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 1-13.**

1) Resolution Authorizing Support and Intent for the County of Hudson to Provide Partial Funding for the Construction of the HCCC Tower Project; 2) Resolution Authorizing Award of Contract for 119 Newkirk Street Demolition; 3) Resolution Authorizing Purchase of Information Security Program; 4) Resolution Authorizing Renewal of Public Relations Support for the Office of Communications; 5) Resolution Authorizing Renewal of Video/Podcast Services for the Office of Communications; 6) Resolution Authorizing Renewal of Digital Advertisement Services; 7) Resolution Authorizing Renewal of College Campus-Wide Software License; 8) Resolution Authorizing Renewal of Staff and Faculty Monthly Parking at Harrison Parking Center; 9) Resolution Approving Payment for Photography Services; 10) Resolution Approving Payment for National Healthcareer Association Services; 11) Resolution Approving Payment for Purchases through the Hunger Free Grant; 12) Resolution Authorizing Building Maintenance Services Contract Extension; and 13) Resolution Authorizing Cooperative with Hunterdon County Educational Services Commission.

INTRODUCED BY:

Bakari Lee

SECONDED BY:

Edward DeFazio

DATE:

September 12, 2023

DeFazio, Edward
Doria, Joseph
Gardner, Pamela
Gargiulo, Frank
Kenny, Roberta
Lee, Bakari
Peña, Jeanette
Rodriguez, Silvia
Stahl, Harold
Netchert, William, Chair

AYE

ABSENT

ABSENT

AYE

AYE

AYE

AYE

AYE

AYE

AYE

8 Aye Nay

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

Alexa Riano
Signature of Recorder

09/12/2023
Date

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

September 12, 2023

VIII. PERSONNEL RECOMMENDATIONS

1. SEPARATION

First Name	Last Name	Title	Effective Date
Richwyn	Nicandro	Support Analyst	August 17, 2023

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

2. APPOINTMENT OF FULL-TIME STAFF

First Name	Last Name	Title	Salary Grade	Effective Date	Annual Salary
Andrew	Adler	Assistant Director of Advisement, Student Services Operations	113	September 16, 2023	\$55,319.00
Alesha T.	Booth	Development Manager	117	October 9, 2023	\$74,000.00
Brianna	Casagrande	Assistant Director of Advisement, North Hudson Operations and Development	113	September 16, 2023	\$55,923.20
Samantha	Ceballo	Assistant Director of Advisement, Advising Training and Staff Development	113	September 16, 2023	\$56,159.00
Mackenzie	Johnson	Assistant Director of Advisement, Program Operations and Development	113	September 16, 2023	\$56,473.00
Elizabeth	Ryan	Assistant Director of Advisement, Data and Assessment	113	September 16, 2023	\$56,473.00

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

3. APPOINTMENT OF TEMPORARY FULL-TIME STAFF

First Name	Last Name	Title	Salary Grade	Effective Date	Anticipated End Date	Annual Salary
Karine	Davis	Interim, Director, Accessibility Services	119	September 16, 2023	December 31, 2023	\$74,474.70
Regina	Espino	Receiving Clerk, Temporary Full-time	102	August 16, 2023	December 31, 2023	\$38,000.00
Anne	Hutchinson	Librarian, Temporary Full-time	113	September 16, 2023	December 2023	\$53,000.00
Aaron	Patel	Support Analyst, Temporary Full-time, NHC	107	September 16, 2023	October 31, 2023	\$41,810.98
Sarah	Yagoubi	Internship Coordinator (Grant-funded)	109	September 16, 2023	December 31, 2023	\$47,479.50

RECOMMENDATION:

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

4. APPOINTMENT OF TEMPORARY FULL-TIME FACULTY

First Name	Last Name	Title	Salary Grade	Effective Date	Anticipated End Date	Annual Salary
Thomas	Andolfo	Instructor, ESL (Non-tenure track)	INST	August 16, 2023	December 31, 2023	\$55,434.92
Annie	Barran	Instructor, Nursing (Non-tenure track)	INST	August 16, 2023	December 31, 2023	\$55,434.92
Walter	Lindsey	Instructor, English (Non-tenure track)	INST	August 16, 2023	December 31, 2023	\$55,434.92
Jasmine	Pascua	Instructor, Culinary Arts (Non-tenure track)	INST	August 16, 2023	December 31, 2023	\$55,434.92
Artur	Ujzdowski	Instructor, ESL (Non-tenure track)	INST	August 16, 2023	December 31, 2023	\$55,434.92

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. AUTHORIZATION OF PART-TIME STAFF THROUGH SEPTEMBER 2024, AS NEEDED

FIRST NAME	LAST NAME	DEPARTMENT	TITLE	POSITION ID	SUPERVISOR
Ashley	Rinaldi	College Libraries	PT Library Associate	PTLRASO-150510	John Hernandez
Prachi	Patel	Culinary Arts	PT Office Assistant	OFFAST-101030	Ara Karakashian
Mila-Angelique	Chapin	Culinary Arts	PT Receiving Clerk	RECLERK-101030	Ara Karakashian
Ciro	Romero	English and ESL	PT Academic Coach	COACH	Alison Wakefield
Elvis	Valcarcel	School of Science, Technology, Engineering, and Mathematics	Office Assistant	OFFAST-101015	Burl Yearwood
Marwa	Abdelgowad	Continuing Education and Workforce Development	PT Instructor	PTINST-102010	Chastity Farrell
Emily	Arowosaye	Continuing Education and Workforce Development	PT Healthcare Instructor	HCINST-605020	Anita Belle
Alison	Blumenfeld	Continuing Education and Workforce Development	PT Healthcare Instructor	HCINST-605020	Anita Belle
Martine	Cadet	Continuing Education and Workforce Development	PT Instructor	PTINST-103005	Catherina Mirasol

Anthony	Choo-Yick	Continuing Education and Workforce Development	PT Instructor	PTINST-102010	Chastity Farrell
Cherise	Dawson	Continuing Education and Workforce Development	PT Healthcare Instructor	HCINST-605020	Anita Belle
Carmen	Diaz	Continuing Education and Workforce Development	PT Healthcare Instructor	HCINST-605020	Anita Belle
Hydah	Kilonzo	Continuing Education and Workforce Development	PT Healthcare Instructor	HCINST-605020	Anita Belle
Pooja	Loka	Continuing Education and Workforce Development	PT Student Success Coach	PT STUD	Anita Belle
Melissa	Molinero	Continuing Education and Workforce Development	PT Healthcare Instructor	HCINST-605020	Anita Belle
Jose	Montalvo	Continuing Education and Workforce Development	PT Healthcare Instructor	HCINST-605020	Anita Belle
Cynthia	Morrison	Continuing Education and Workforce Development	PT Healthcare Instructor	HCINST-605020	Anita Belle
Mandanna	Naleyanda	Continuing Education and Workforce Development	PT Healthcare Instructor	HCINST-605020	Anita Belle
Abiodun	Oladeji	Continuing Education and Workforce Development	PT Healthcare Instructor	HCINST-605020	Anita Belle
Katherine	Sorto	Continuing Education and Workforce Development	PT Instructor	PTINST-102010	Chastity Farrell
Angelo	Soto	Continuing Education and Workforce Development	PT Healthcare Instructor	HCINST-605020	Anita Belle
Liana	Tabatadze	Continuing Education and Workforce Development	PT Instructor	PTINST-102010	Chastity Farrell
Kieyeitha	Ward	Continuing Education and Workforce Development	PT Healthcare Instructor	HCINST-103005	Samaya Yashayeva
Kerry	Weinstein	Continuing Education and	PT Instructor	PTINST-102010	Chastity Farrell

		Workforce Development			
Frank	Gonzalez	Customer Service	PT Customer Service Assistant	PTCUST	Freddy Medina
Stev	Lewis	Accessibility Services	Notetaker/Reader	READER-150525	Karine Davis
Destiny	Rivera	Accessibility Services	Notetaker/Reader	READER-150525	Karine Davis
Bryan	Sierra Nunez	Accessibility Services	Notetaker/Reader	READER-150525	Karine Davis
Abanob	Basta	Information Technology Services	Instructional Lab Assistant	INLBST-253025	Diana Perez
Mariam	Basta	Information Technology Services	Instructional Lab Assistant	INLBST-253025	Diana Perez
Shivam	Chauhan	Information Technology Services	Instructional Lab Assistant	INLBST-253025	Diana Perez
Rahul	Chawaria	Information Technology Services	Instructional Lab Assistant	INLBST-253025	Diana Perez
Hardik	Darji	Information Technology Services	Instructional Lab Assistant	INLBST-253025	Diana Perez
Ronnie	Feliz	Information Technology Services	Instructional Lab Assistant	INLBST-253025	Diana Perez
Priyansh	Gandi	Information Technology Services	Instructional Lab Assistant	INLBST-253025	Diana Perez
Johanne	Neus	Information Technology Services	Instructional Lab Assistant	INLBST-253025	Diana Perez
Ravi	Panagar	Information Technology Services	Instructional Lab Assistant	INLBST-253025	Diana Perez
Keyur	Patel	Information Technology Services	Instructional Lab Assistant	INLBST-253025	Diana Perez
Dhruv	Patel	Information Technology Services	Instructional Lab Assistant	INLBST-253025	Diana Perez
Dev	Patel	Information Technology Services	Instructional Lab Assistant	INLBST-253025	Diana Perez
Kevin	Patel	Information Technology Services	Instructional Lab Assistant	INLBST-253025	Diana Perez
Darshika	Patel	Information Technology Services	Instructional Lab Assistant	INLBST-253025	Diana Perez
Keyur	Patel	Information Technology Services	Instructional Lab Assistant	INLBST-253025	Diana Perez

Rebekah	Isaac	Human Resources	PT COVID Office Assistant	OFFAST-601510	Anna Krupitskiy
Anshuma	Jain	Human Resources	PT HR Administrator	HRADMPT-253020	Anna Krupitskiy
Stephanie	Pina	Human Resources	PT HR Administrator	HRADMPT-253020	Anna Krupitskiy
Ana Maria	Botea	School of Nursing and Health Professions	PT Office Assistant	OFFAST	Lori Byrd
Marolla	Youakim	Educational Opportunity Fund	Part-time EOF Tutor	EOFTUTOR-603001	Jose M. Lowe
Ariana	Calle	Student Affairs	Career Closet Coordinator	CACLCO-603055	Katherine Morales
Amareese	Forty	Student Financial Assistance	Office Assistant	OFFAST-200520	Sylvia Mendoza
Mariam	Ibrahim	Student Financial Assistance	Office Assistant	OFFAST-200520	Sylvia Mendoza
Ashley	Rinaldi	College Libraries	PT Library Associate	PTLRASO-150510	John Hernandez
Mariam	Ibrahim	Student Financial Assistance	Office Assistant	OFFAST-200520	Sylvia Mendoza

RECOMMENDATION:

The President, Administration, and Personnel Committee recommend that the Board of Trustees approve the Authorization of Part-Time Staff listed above, as needed, as Personnel Recommendation Item No 5.

6. APPOINTMENT OF NEW HIRE ADJUNCT INSTRUCTORS

<i>First Name</i>	<i>Last Name</i>	<i>School/Office</i>
Lilisa	Williams	Business, Culinary Arts and Hospitality Management
Ernest	Andrade-Barteldes	English and ESL
Anthony	Choo-Yick	English and ESL
Elizabeth	Hallacy	English and ESL
Sohrab	Sajadi	English and ESL
Kara	Beaufort	Humanities and Social Sciences
Joshua	Gaul	Humanities and Social Sciences
Michelle	Cayetano	Nursing and Health Professions

RECOMMENDATION:

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

7. MODIFICATIONS TO STAFFING TABLE

<i>Current Approved Title</i>	<i>New Title/Classification</i>	<i>Incumbent (If applicable)</i>	<i>Salary Grade and Salary Adjustment (If applicable)</i>	<i>Effective Date</i>
N/A	Internship Coordinator (Externally-funded)	N/A	109	September 16, 2023
ESL Specialist (Grant-funded)	Associate Director, ESL (Grant-funded)	N/A	115	September 16, 2023

RECOMMENDATION:

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

RESOLUTION:

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

1) Separation; 2) Appointment of Full-time Staff; 3) Appointment of Temporary Full-time Staff; 4) Appointment of Temporary Full-time Faculty; 5) Authorization of Part-time Staff, as Needed; 6) Appointment of New Hire Adjunct Instructors; and 7) Modifications to Staffing Table.

INTRODUCED BY: Harold Stahl

SECONDED BY: Silvia Rodriguez

DATE: September 12, 2023

DeFazio, Edward	<u>AYE</u>
Doria, Joseph	<u>ABSENT</u>
Gardner, Pamela	<u>ABSENT</u>
Gargiulo, Frank	<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>

8 Aye Nay

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

Alexa Riano
Signature of Recorder

09/12/2023
Date

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

September 12, 2023

IX. ACADEMIC AND STUDENT AFFAIRS RECOMMENDATIONS

1. Resolution Authorizing Articulation Agreement Between Hudson County Community College (HCCC) and Rider University for Academic Pathways in Computer Science and Cybersecurity

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 upward social and economic mobility; and,

WHEREAS, the College offers Associate of Science in Computer Science and Associate of Science in Computer Science Option in Cybersecurity degree programs ("Programs"); and,

WHEREAS, one goal of the Programs is the successful transfer of HCCC students to a four-year university in order to pursue a Bachelor of Science degree and beyond; and,

WHEREAS, Rider University offers a Bachelor of Science in Computer Science degree program; and,

WHEREAS, the College seeks to enter into an Articulation Agreement ("Agreement") with Rider University, whereby students who earn an Associate of Science in Computer Science or an Associate of Science in Computer Science Option in Cybersecurity degree at the College will be able to transfer seamlessly into Rider University's Bachelor of Science in Computer Science degree program; and,

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

WHEREAS, the Administration, and the Academic and Student Affairs Committee, recommend the authorization of this Agreement;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Hudson County Community College authorize the Articulation Agreement between Hudson County Community College and Rider University, retroactive to August 30, 2023.

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

2. Resolution Authorizing Articulation Agreement Between Hudson County Community College (HCCC) and Felician University for Academic Pathways in Biology and Mathematics

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 upward social and economic mobility; and,

WHEREAS, the College offers Associate of Science in Science and Mathematics Option in Biology and Associate of Science in Science and Mathematics Option in Mathematics degree programs ("Programs"); and,

WHEREAS, one goal of the Programs is the successful transfer of HCCC students to a four-year university in order to pursue a baccalaureate degree and beyond; and,

WHEREAS, Felician University offers baccalaureate degree programs in these disciplines; and,

WHEREAS, the College seeks to enter into an Articulation Agreement ("Agreement") with Felician University, whereby students who earn an Associate of Science in Science and Mathematics Option in Biology degree at the College will be able to transfer seamlessly into Felician University's Bachelor of Science in Biology or Bachelor of Arts in Natural Sciences and Mathematics General Science Concentration degree programs, and whereby students who earn an Associate of Science in Science and Mathematics Option in Mathematics degree at the College will be able to transfer seamlessly into Felician University's Bachelor of Arts in Mathematics degree program; and,

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

WHEREAS, the Administration, and the Academic and Student Affairs Committee, recommend the authorization of this Agreement;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Hudson County Community College authorize the Articulation Agreement between Hudson County Community College and Felician University, retroactive to August 30, 2023.

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

3. Resolution Authorizing Memorandum of Agreement (MOA) Between Hudson County Community College (HCCC) and New Jersey Department of Health (NJDOH) for Use of Certain NJDOH Equipment by HCCC for Purposes of NJDOH Wastewater Surveillance Program

WHEREAS, pursuant to N.J.S.A. 26:1A-15, the New Jersey Department of Health ("NJDOH") is authorized to enter into agreements with instrumentalities of the State to accomplish the State's public health goals, and the County Colleges are established pursuant to State law, specifically, N.J.S.A. 18A:64A-1 et seq., and approved by The Commission on Higher Education; and,

WHEREAS, the Centers for Disease Control and Prevention ("CDC") of the U.S. Department of Health and Human Services (HHS) has awarded funding to NJDOH entitled, "Epidemiology and Laboratory Capacity for Prevention and Control of Emerging Infectious Diseases" for the purpose of conducting wastewater testing and purchasing testing equipment, in order to understand and monitor community disease prevalence trends through the NJDOH's Wastewater Surveillance Program, part of the National Wastewater Surveillance System (NWSS) Program conducted by the CDC to support local public health action; and,

WHEREAS, the DOH Wastewater Surveillance Program is overseen jointly by the Public Health Laboratory Services (PHLS) and Communicable Disease Service ("CDS") programs; and,

WHEREAS, pursuant to N.J.S.A. 18A:64A-12, the Board of Trustees of a County College is authorized to enter into contracts with the State or any of its departments; and,

WHEREAS, Hudson County Community College ("College") seeks to enter into a Memorandum of Agreement with the NJDOH to participate in the NJDOH Wastewater Surveillance Program; and,

WHEREAS, NJDOH will provide, free of charge, certain equipment to HCCC for its use in the NJDOH Wastewater Surveillance Program starting in August 2023 and extending through July 31, 2024, or the earlier termination of the NJDOH Wastewater Surveillance Program; and,

WHEREAS, the Administration, and the Academic and Student Affairs Committee, recommend the authorization of this Memorandum of Agreement;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Hudson County Community College authorize the Memorandum of Agreement between Hudson County Community College and the New Jersey Department of Health, effective upon approval.

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

4. Resolution Authorizing Amendment to the Memorandum of Understanding (MOU) Between Hudson County Community College (HCCC) and Year Up New York/New Jersey

WHEREAS, Hudson County Community College ("College") entered into a Memorandum of Understanding ("MOU") with Year Up New York/New Jersey ("Year Up") in May 2019 and amended the MOU in June 2021; and,

WHEREAS, Year Up assists the College in furthering the reach of its mission by providing young adults with a pathway to entry-level employment in high-demand sectors such as Information Technology and Business through an intensive training and internship program; and,

WHEREAS, the College and Year Up have developed a synergistic partnership through which Year Up recruits the College's students to participate in its training and internship program, and students who participate in Year Up programming are simultaneously enrolled in degree programs at the College; and,

WHEREAS, the amendment to the MOU has expired; and,

WHEREAS, the College seeks to amend the MOU with Year Up to extend the term through May 16, 2025 unless otherwise terminated by either party in accordance with the parameters established in the MOU; and,

WHEREAS, the Administration, and the Academic and Student Affairs Committee, recommend the authorization of the amendment to the MOU;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Hudson County Community College authorize the amendment of the Memorandum of Understanding between Hudson County Community College and Year Up New York/New Jersey, retroactive to May 1, 2023.

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 Authorizing Memorandum of Understanding (MOU) Between Hudson County Community College (HCCC) and Hudson Regional Health for the Delivery of Diversity Training

WHEREAS, Hudson Regional Health ("HRH") has a need for the provision of training for its members; and,

WHEREAS, Hudson County Community College's ("College") School of Continuing Education and Workforce Development ("CEWD") can meet this need; and,

WHEREAS, the College seeks to enter into a Memorandum of Understanding ("MOU") with HRH whereby CEWD will provide Diversity trainings to HRH staff during HRH's pre-service; and,

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

WHEREAS, the Administration, and Academic and Student Affairs Committee, recommend the authorization of the Memorandum of Understanding between Hudson County Community College and Hudson Regional Health;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Hudson County Community College authorize the Memorandum of Understanding between Hudson County Community College and Hudson Regional Health, retroactive to August 1, 2023.

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

6. Resolution Authorizing Agreement Between Hudson County Community College (HCCC) and Equus Workforce Solutions

WHEREAS, Hudson County Community College ("College"), through its School of Continuing Education and Workforce Development, offers pathways to workforce programs and credentials for its students; and,

WHEREAS, a training agreement with the operator of the Hudson County One-Stop Career Center facilitates the provision of workforce training programs, credentials, and job search assistance; and,

WHEREAS, the College seeks to enter into an Agreement with the Arbor E&T, LLC d/b/a Equus Workforce Solutions, which has offices located at 438 Summit Ave., Jersey City, NJ 07306 as the operator of the Hudson County One-Stop Career Center for the provision of workforce training programs, credentials, and job search assistance; and,

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

WHEREAS, the Administration, and Academic and Student Affairs Committee, recommend the authorization of the Agreement between Hudson County Community College and Equus Workforce Solutions;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Hudson County Community College authorize the Agreement between Hudson County Community College and Equus Workforce Solutions, retroactive to July 1, 2023.

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

RESOLUTION

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees approve the recommendations of the President, Administration, and Academic and Student Affairs Committee as outlined above in **Item IX., Academic and Student Affairs Recommendations 1-6:**

(1) Resolution Authorizing Articulation Agreement Between Hudson County Community College (HCCC) and Rider University for Academic Pathways in Computer Science and Cybersecurity; (2) Resolution Authorizing Articulation Agreement Between Hudson County Community College (HCCC) and Felician University for Academic Pathways in Biology and Mathematics; (3) Resolution Authorizing Memorandum of Agreement (MOA) Between Hudson County Community College (HCCC) and New Jersey Department of Health (NJDOH) for Use of Certain NJDOH Equipment by HCCC for Purposes of NJDOH Wastewater Surveillance Program; (4) Resolution Authorizing Amendment to the Memorandum of Understanding

(MOU) Between Hudson County Community College (HCCC) and Year Up New York/New Jersey; (5) Resolution Authorizing Memorandum of Understanding (MOU) Between Hudson County Community College (HCCC) and Hudson Regional Health for the Delivery of Diversity Training; and, (6) Resolution Authorizing Agreement Between Hudson County Community College (HCCC) and Equus Workforce Solutions.

INTRODUCED BY: Jeanette Peña

SECONDED BY: Edward DeFazio

DATE: September 12, 2023

DeFazio, Edward	<u>AYE</u>
Doria, Joseph	<u>ABSENT</u>
Gardner, Pamela	<u>ABSENT</u>
Gargiulo, Frank	<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>

8 Aye Nay

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

Alexa Riano
Signature of Recorder

09/12/2023
Date

Supporting Documents

[*Click Here for Supporting Materials*](#)

<logo Rider University>



**ARTICULATION AGREEMENT
BETWEEN**

Hudson County Community College

AND

Rider University

Bachelor of Science in Computer Science Program

OVERVIEW:

This formal program articulation agreement is made and entered into by Rider University, hereinafter referred to as Rider, and Hudson County Community College, hereinafter referred to as HCCC. By this agreement, HCCC and Rider express a shared commitment to increasing opportunities for student access and success in higher education. By clarifying transfer policies and procedures, which assure articulation between programs, the institutions seek to assist students in making a seamless transfer.

PURPOSE:

This agreement provides students enrolled in specific HCCC associate degree programs the opportunity to complete a Bachelor of Science in Computer Science with Rider University. Subject to the requirements of this agreement, HCCC students who are enrolled in HCCC's A.S. Computer Science and A.S. Computer Science (Cybersecurity Option) program are guaranteed that Rider will accept designated freshman and sophomore Computer Science and Cybersecurity credit hours, general education credits required for the degree, plus any freshman and sophomore general education hours required by Rider beyond the HCCC credits. Rider will apply such to the Bachelor of Science degree in a manner consistent with the treatment of native students.

CONDITIONS OF TRANSFER:

Section I: Admissions and Matriculation

During the term of this agreement and any extensions or renewals thereof, HCCC students maintaining continuous enrollment during the term of this agreement or who matriculate into Rider within one year from the last registration date with HCCC will be afforded the same treatment and protection as Rider native students enrolled under the Rider catalog in effect the year the student officially matriculates from HCCC.

Criteria for acceptance into the Bachelor of Science will be the same for transfer as for native students.

Students seeking admission to Rider must have a minimum 2.00 cumulative grade point average (G.P.A.) for all college work completed.

The grade point average used to determine admission to the baccalaureate program will be calculated based on the academic policies of Rider University. Courses in progress will not be used for calculating G.P.A.

Students must supply official HCCC transcripts (and those from other colleges) to Rider.

Representatives from the Admissions Office at Rider University will evaluate transcripts.

The Admissions Office at Rider has established application procedures and deadlines. Students should contact the Office of Admission for details or consult the Rider Undergraduate Academic Catalog.

Transfer students from HCCC will have access to financial aid, scholarships, and student services on the same basis as Rider native students. Students will be referred to Rider University's Financial Aid Office for more details.

Rider will apply the same academic progress and graduation standards to HCCC transfer students as those applicable to Rider native students.

Section II: Transfer of Credit

Academic courses taken at HCCC will be subject to the following rules for transfer of credit:

- A. Developmental courses (below 100-level courses) are not transferable toward a baccalaureate degree.
- B. Academic courses for which the student has earned a letter grade of A, B, or C will be accepted for transfer toward graduation credit hour requirements.
- C. Academic courses for which the student has earned a letter grade of C-, D+, or D will be accepted for transfer toward graduation credit hour requirements, but only when these courses have been applied toward the completion of an earned associate degree.
- D. Transfer credit earned under the conditions of Section II.C. above will apply only toward general education or elective requirements. Under no circumstances will this transfer credit be applicable toward major requirements.

- E. Courses with grades of (F) do not count toward graduation credit hours.
- F. Students who have earned scores on Advanced Placement (A.P.) tests offered in high school may be awarded college credit after evaluating official score reports from the College Entrance Examination Board. Accepted credit will be recorded on a student's transcript in accordance with the Rider grade policy. Credit is not granted for an A.P. score if the student completes a college course equivalent to the A.P. subject.
- G. Students may earn college credit by examination in the College Level Examination Program (CLEP) in selected subject areas if scores meet the score requirements outlined in Rider University's undergraduate academic catalog. Official scores must be submitted to the Admissions Office at Rider. Credit is not granted for CLEP scores if the student has completed a college course in the subject.

Section III: Program Plan: Courses Accepted from Hudson County Community College

Appendix A (Transfer Advising Guide) outlines courses transferred from HCCC to Rider University's B.S. in Computer Science program. Per the N.J. Transfer agreement, Rider University will waive its General Education requirements for students who have completed HCCC's A.S. in Computer Science or A.S. in Computer Science (Cybersecurity option) program. The General Education waiver portion of the N.J. Transfer agreement is not applicable for students who have completed an A.A.S. degree at HCCC.

NOTE: Students must earn a minimum of 120 credits to obtain their Baccalaureate degree. The credits posted as required to be taken at Rider University are the minimum. In order to fulfill this graduation requirement, more courses may need to be taken at Hudson County Community College or Rider University. At least one-half of the courses in the major must be Rider University courses. At least one-half of the courses in the major must be at the 300 or 400 level.

INSTITUTIONAL RESPONSIBILITIES

Section I. Rider and HCCC will agree to provide the following services:

- A. Promote the articulation program in appropriate college publications and recruitment and outreach activities.
- B. Work collaboratively to support and effectively administer this articulation agreement in the best interests of students.
- C. A representative of Rider will participate in related transfer days and college fair events at HCCC and meet with prospective students at scheduled information sessions and co-curricular activities, as appropriate.
- D. HCCC will provide Rider graduation lists of computer science graduates or potential computer science graduates for the Winter, Spring, and Summer terms for the A.S. programs outlined in Appendix A. Subject to compliance with applicable laws, such lists, which will include graduates' first name, last

name, address, major, and email, will be provided no later than December 1st, April 1st, and August 1st (respectively). Rider will use these lists solely for marketing and communication with graduates, keep such information confidential, and honor "opt-out" requests of students by ceasing further communication.

- E. Rider will provide HCCC with the requested annual program outcome data for students enrolled through this agreement.

TERMS OF AGREEMENT:

This agreement is made and entered into in the academic year 2023-2024 and remains in effect through the 2024-2025 academic year unless changed in writing by mutual agreement of both parties and earlier terminated. The agreement may be amended at any time with the approval of both parties and is subject to regular review to ensure currency with the respective degree requirements. Notwithstanding the above term, should either party desire to discontinue this agreement during its term, advance notification of one year will be required.

CHOICE OF LAW:

This agreement shall be interpreted in accordance with the laws of the State of New Jersey without regard to New Jersey's conflicts of laws provisions.

SIGNATURES:

Hudson County Community College and Rider University hereby enter into this program articulation agreement by affixing the signatures of the appropriate chief executive officers and academic officers of both institutions.

For Hudson County Community College

Dr. Christopher M. Reber Date
President

Dr. Darryl Jones Date
Vice President for Academic Affairs

For Rider University

XXXXXXXXX Date
President

XXXXXXXXXXX Date
Vice President for Academic Affairs

TRANSFER ADVISING GUIDE

“EXHIBIT A”

A.S. Computer Science – Cybersecurity Option from Hudson County Community College to a B.S. in Cybersecurity at Rider University

HUDSON COUNTY COMMUNITY COLLEGE COURSE	Cr	RIDER UNIVERSITY COURSE/AREA SATISFIED	Cr
A.S., Computer Science, Cybersecurity Option		B.S., Cybersecurity (120 Credits) (Approval 6-19-23 (Approval 6-19-23 JB, Gen Eds TM))	
First Semester			
CSS 100 College Student Success	1	Not Transferrable	0
CSC 113 Computer Logic & Discrete Math	3	CSC 140 Discrete Structures	3
ENG 101 English Composition I	3	CMP 120 Seminar in Writing & Rhetoric	3
ENG 112 Speech	3	COM 104 Speech Communication	3
CSC 117 Java Programming	3	CSC 120 Computer Science II	3
MTH 111 Calculus I (4)	4	MTH 210 Calculus I (4)	4
	17		16
Second Semester			
MAT 112 Calculus II	4	MTH 211 Calculus II	4
CSC 214 Data Structures & Advanced Programming	3	CSC 130 Data Structures & Algorithms	3
ENG 102 English Composition II	3	CMP 125 Seminar in Writing & Research	3
PHL 218 Contemporary Moral Problems	3	Philosophical Perspectives [†]	
CSC 232 Cybersecurity	3	PHL 202 Social Philosophy	3
	16	CYB 105 Intro to Cybersecurity	3
			15
Third Semester			
Social Science Elective		Social Perspectives [†]	
SOC 101 Introduction to Sociology	3	SOC 101 Sociological Imagination	3
OR		OR	
PSC 102 American Government		POL 100 U.S. Politics in Crisis	
Humanities Elective		Foreign Language Proficiency [†]	
Rider suggests the following courses for transfer: Language: Rider requires 6 credits of same language, level one and level two.			
OR		OR	
History- Rider requires 6 credits (HIS-110; HIS-111)	3	Historical Perspectives (HIS-150; HIS-151)	3
HIS 110 History of Western Civilization I		HIS 150 World History to 1500	
OR		OR	
HIS 111 History of Western Civilization II		HIS 151 World History Since 1500	
CSC 226 Database Design & Concepts	3	CIS 330 – Database Systems	3

CSC 227 Operating Systems	3	CYB 200 - Operating Systems & Cybersecurity	3
CSC 230 Data Communication Concepts <u>OR</u> CSC 240 Intro to Networks & Networking (Rider strongly advises students to take this course for transfer credit)	3	CYB 1XX – No direct equivalent, elective <u>OR</u> CIS 270 Computer Networking	3
	15		15
Fourth Semester			
CSC 200 Level Elective Course choices are: CSC 235 Network Security <u>OR</u> CSC 242 Computer Forensics <u>OR</u> CSC 2XX Cryptography	3	CYB 260 Network Defenses & Countermeasures <u>OR</u> CYB 320 Cyber Forensics <u>OR</u> CSC 1XX No direct equivalent, elective <u>OR</u> CSC 2XX No direct equivalent, elective	3
CSC 245 Ethical Hacking	3	CYB 240 Ethical Hacking & Penetration Testing	3
MAT 114 Intro to Statistics	3	CSC 230 Probability for <i>Computer Science</i>	3
	15		15
	60		59/60

FREE COURSE; Rider Course Option: Select One Course from the list below: <u>CYB 110 – Cybercrime and Cyberterrorism (3)</u> <u>OR</u> <u>CYB 130 – IT Fundamentals (3)</u> <u>OR</u> <u>CSC 150 – Cyber Ethics and Societal Impact (3)</u> Rider pre-requisite: CMP-120 or CMP-125 Hudson pre-requisite: ENG-101 or ENG-102	Following completion of 30 credits and the Rider Intent to Enroll Form and while a student at Hudson County Community College; students have the option to take a FREE course at Rider that counts toward the Rider degree. The selected course allows the Hudson County Community College student to experience first-hand the academic environment at Rider University. See Hudson County Community College or Rider University Transfer Representatives. Contact information listed below.	4

Hudson County Community College Footnotes:

Rider University Footnotes:

Ø – Students have a number of options to satisfy this requirement; courses will be evaluated on an individual basis.

- For transfer credit Camden County College students must have a grade of “C” or higher in all courses. (No transfer credit will be accepted for any course with a grade of “C-” or below.)

-Hudson County Community College students interested in the Continuing Education Program (CEP) should contact that division directly.

Requirements are subject to change. This Advising Guide is best used in consultation with an advisor.

**COURSES REMAINING FOR A BACHELOR OF SCIENCE DEGREE IN
CYBERSECURITY AT RIDER UNIVERSITY***

Course Number	Rider University Course Name or Core Area	Credits	Notes* (if course can be taken at Hudson County Community College, indicate course number)

FOR FURTHER INFORMATION, CONTACT:

Transfer Services
Director of Transfer
Hudson County Community College
XXX-XXX-XXXX
Add email

Transfer Admission
Sr. Assistant Director of Transfer Admission
Rider University
609.896-5000 X 7159
admission@rider.edu



STEM ARTICULATION AGREEMENT BETWEEN

Hudson County Community College

AND

Felician University

I. OVERVIEW

Felician University (Felician) and Hudson County Community College (Hudson) are both *Hispanic Serving Institutions* (HSIs) located in New Jersey, a global hub for life sciences. Felician and Hudson will collaborate in a STEM Articulation Agreement designed to increase the enrollment, retention, and graduation of Hispanic/Latinx and low-income students in STEM majors. This STEM program transfer articulation agreement will provide streamlined transfer pathways for Hudson students seeking admission to Felician, and accelerates students' progress towards STEM baccalaureate degrees. By this agreement, Felician and Hudson express a shared commitment to increasing opportunities for student access and success in higher education. By clarifying transfer policies and procedures which assure articulation between programs, the institutions seek to assist students in a seamless transfer process.

II. PURPOSE AND GOALS

Subject to the requirements of this agreement, students who complete their A.S. degree in specific majors as articulated between Hudson and Felician (see Appendix A) will enter Felician as fully matriculated students with a minimum of 60 credits and junior-year standing as per the NJ Comprehensive State-Wide Transfer Agreement, with the exact number of credits to be determined by the program-specific curriculum mapping in Appendix B.

III. BENEFITS/ADVANTAGES

Felician and Hudson will execute a Memorandum of Understanding (MOU), which will formalize a new partnership for the purposes of implementing this agreement. The MOU will outline the cooperative activities beginning with the development of a STEM-focused articulation agreement to align curriculum and implement initiatives to increase student learning opportunities and success outcomes (i.e., transfer, persistence, and degree completion) for Hispanic/Latinx students and students from low-income backgrounds. Other cooperative activities include: professional development opportunities to increase curricular cohesion between both institutions and promote best practices in STEM teaching; research projects to benefit students and faculty at both institutions; identification of qualified Hudson students to participate in grant-sponsored research programs/courses supported with stipends; and exploration of student development activities such as mentoring, tutoring, specialized advisement, career workshops and campus visits for inclusion in the program.

1. Key Benefits

- a. A key benefit of this program for Hudson students is the opportunity to enroll in a FIESTA grant-sponsored, 3-credit summer bridge program at Felician, which will provide students with an orientation to their STEM curricula.
- b. Students who successfully complete the summer bridge program will receive a \$1,000 cost of living stipend.
- c. During the academic year and for the duration of their program at Felician, students enrolled at Felician will have access to a STEM Resource Center, which will provide loaner textbooks, academic supplies, peer mentoring/tutoring, supplemental advisement, and professional development opportunities.

2. Financial Incentive

Students who transfer from Hudson to Felician through this agreement will receive a FIESTA Scholarship award in the amount of \$2,000 annually, for up to four semesters of full-time enrollment, in addition to any merit scholarships or federal and state financial aid for which they qualify and are awarded. Students will be advised of this opportunity at the point of recruitment and the award will be indicated on the student's admissions offer letter. The award will be disbursed once a student has successfully matriculated into one of the approved STEM programs (see Appendix A) and completed the FIESTA summer bridge program at Felician. Students may be eligible for additional scholarships and grants through Felician, at the sole discretion of Felician, including the Felician Promise Scholarship.

Hudson graduates may be eligible for the Felician Promise Scholarship, a tuition-free financial aid program. Students who were recipients of the County College Opportunity Grant (CCOG) and who have an adjusted gross income of \$0-\$65,000 will be considered for this University need-based grant. To apply for the Felician Promise Program, students must be admitted to Felician, enroll full-time, and submit the Free Application for Federal Student Aid (FAFSA) by April 15th. Students must complete federal and state verification within the applicable deadlines.

All Felician aid is awarded from the University's own resources and is offered to eligible full-time, traditional undergraduate students. This aid may be combined with other financial assistance, but the total gift aid from all sources cannot exceed the cost of tuition, comprehensive fees, and room & board, if applicable. All Felician aid requires satisfactory academic progress, the annual filing of the Free Application for Federal Student Aid (FAFSA) and compliance with other University policies and the University's code of Conduct. Felician aid does not apply to programs that are already discounted. Awards are renewable contingent upon maintaining the terms and conditions indicated in the scholarship offer.

IV. PROCESS AND PROCEDURES

1. Admissions

Students admitted to the program must:

- a. Complete the A.S. degree at Hudson prior to enrolling in a baccalaureate degree program at Felician.
- b. Earn a minimum GPA of 2.0 or higher.
- c. Adhere to policies consistent with the partner institutions.

Felician will provide:

- a. Enrollment decisions (made in the best interest of the students), class availability, financial aid, and scholarship eligibility.
- b. A maximum of sixty-four (64) transfer credits to matriculated Hudson students who have earned the A.S. degree, as listed on the program's curriculum maps attached hereto in Appendix B. Courses taken beyond those required for the A.S. degree will be transferred as described on the programs approved degree control sheet(s) and/or evaluated on an individual basis.

2. Academic and Administrative Components

- a. All students enrolled in the program will be subject to Felician's academic policies as stated in the Student Handbook. Felician reserves the right to change the policies and procedures as conditions warrant.
- b. Felician shall have authority over matters pertaining to admission to the program, course waivers or substitutions, and all related program administration.
- c. Felician will have authority over curriculum requirements including, but not limited to, course offerings, course and graduation requirements, grading, and faculty selected to teach upper division courses.

V. INSTITUTIONAL RESPONSIBILITIES

Felician and Hudson will agree to provide the following services:

- a. Promote the STEM Articulation Program in appropriate college publications and at recruitment and outreach activities.
- b. Work collaboratively to support and effectively administer this articulation agreement in the best interests of students.
- c. A representative of Felician will participate in related transfer days and college fair events at Hudson and meet with prospective students at scheduled information sessions and co-curricular activities, as appropriate.
- d. In compliance with applicable law, Hudson will provide Felician graduation lists of STEM graduates, or potential STEM graduates for Winter, Spring and Summer terms for the A.S. programs outlined in Appendix A. Such lists which will include graduates first name, last name, address, major and email and will be provided no later than December 1st, April 1st, and August 1st (respectively). Felician will use these lists solely for marketing and communication with graduates and will honor “opt out” requests of students by ceasing further communication.
- e. Students accepted through the STEM Articulation Program will be invited and encouraged to attend Felician’s early scheduling/advisement sessions for new students.
- f. Hudson will provide a non-exclusive space for an on-site admissions/program representative from Felician to interview, advise, and enroll students. This space should have computer and internet access.
- g. Felician will provide Hudson with requested annual program outcome data for students enrolled through this agreement.

VI. AGREEMENT REVIEW

- a. Felician may terminate this agreement if Hudson breaches any material, term, or provision of the Agreement and such breach is not cured within thirty (30) days after receipt of written notice from Felician. Provided, however, in the case of any breach which cannot reasonably be expected to be cured within thirty (30) days, Felician may terminate this agreement if Hudson fails to commence such cure within thirty (30) days or fails to prosecute such cure to completion with due diligence within ninety (90) days.
- b. Hudson may terminate this Agreement if Felician breaches any material, term, or provision of this Agreement and such breach is not cured within thirty (30) days after receipt of written notice from Hudson. Provided, however, in the case of any breach which cannot reasonably be expected to be cured within thirty (30) days, Hudson may terminate this agreement if Felician fails to commence such cure within thirty (30) days or fails to prosecute such cure to completion with due diligence within ninety (90) days.
- c. If this Agreement is terminated as described above, Felician shall take all reasonable steps to assure completion of any ongoing classes that are part of this understanding and shall not offer or begin new classes.
- d. Neither party shall have the right to amend this agreement without the prior written consent of the other party.
- e. This agreement constitutes the entire agreement of the parties with respect to the subject to matter hereof. No modification hereof shall be binding upon any of the parties hereto unless made in writing and signed by the parties.
- f. The parties are not, and shall not be, considered as partners or joint ventures. The execution of this agreement does not, and shall not, constitute a principal/agent relationship between the parties hereto.

- g. Each party represents to the other that the person signing this Agreement has the full authority to do so.
- h. This Agreement shall be reviewed by both parties and approved every two-years.

VII. FUTURE COLLABORATIONS

This Agreement shall be viewed as an *initial* agreement, under the purview of the MOU, that allows for addendums and additions for academic partnerships, future grant proposals and any other collaboration that either party wishes to propose to the other.

This agreement is made and entered into in the academic year 2023-2024 and remains in force unless changed in writing by mutual agreement of both parties. The agreement may be amended at any time with the approval of both parties and is subject to regular review to assure currency with the respective degree requirements.

VIII. NOTICES

Should either party desire to discontinue this agreement, advance (written) notification of two years will be required. Whenever written notice is required or permitted to be given by one party to the other, it shall be deemed to be sufficiently given when deposited in the United States mail with the proper postage affixed by certified mail, return receipt requested. Such notices shall be addressed to the Office of the President at the respective institution.

IX. APPROVALS

Hudson College of Hudson County, New Jersey and Felician University hereby enter into this program articulation agreement by the affixing of signatures of the appropriate chief executive officers and/or academic officers of both institutions.

Hudson County Community College

Felician University

Dr. Chris Reber
President

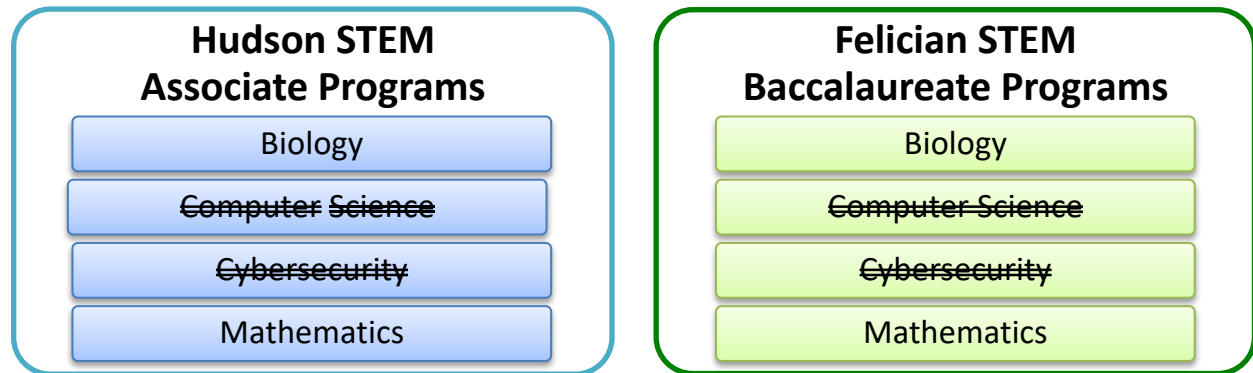
Dr. Mildred Mihlon
Acting President

Date

Date

Appendix A

STEM programs to be articulated between Hudson and Felician



Appendix B

Program Specific Course Mappings

NOTE: Students must earn a minimum of 120 credits to obtain their baccalaureate degrees. The credits posted as required to be taken at Felician University are the minimum. More courses may need to be taken at Hudson County Community College or Felician University to fulfill this graduation requirement. At least one half of the courses in the major must be Felician University courses. At least one half of the courses in the major must be at the 300 or 400 level.

Felician University		Hudson County Community College	
B.S. Biology		A.S. Biology	
Course*	Credit	Couse	Credit
General Education (47-49 credits)			
UNIV 250	1		
GECC 1 - Faith and Reason (100/200)	3		
GECC 1 - Faith and Reason (300/400)	3		
GECC 2 - Ethics, Values, Truth	3		
GECC 3 - Communication (ENG 101)	3		
GECC 3 - Communication (COMM 103)	3		
GECC 4 - Critical & Analytical Thinking	3		
GECC 4 - Critical & Analytical Thinking	3		
GECC 5 - Info Literacy (ENG 102 & LS-100)	4		
GECC 6 - Technological Acumen (requirement met in major)	4		
GECC 7 - Quantitative & Scientific Reasoning/Science (BIO 103)	4		
GECC 7 - Quantitative & Scientific Reasoning/Math (MATH 122)	3		
GECC 8 - Global Consciousness (HIST 101)	3		
GECC 8 - Global Consciousness (SOC 104)	3		
GECC 9 - Liberal Arts Concentration 1 (CS 101)	3		
GECC 9 - Liberal Arts Concentration 2	3		
GECC 9 - Liberal Arts Concentration 3	3		
Major Requirements			
Required Biology Courses			
BIO 104 - General Biology II	4		
BIO 202 - Microbiology	4		
BIO 405 - Genetics	4		
BIO 409 - Biology Seminar	1		
BIO 450 - Undergrad Research in Biology I	2		
BIO 451 - Undergrad Research in Biology II	2		
Related Requirements			
CHEM 103 - General Chemistry I	4		
CHEM 104 - General Chemistry II	4		
CHEM 201 - Organic Chemistry I	4		
CHEM 202 - Organic Chemistry II	4		
MATH 160 - College Algebra	4		
MATH 161 - Precalculus	4		
PHYS 103 - General Physics I	4		
PHYS 104 - General Physics II	4		
Biology Electives (Complete 4 BIO electives from at least 3 categories)			
Category 1 - Structural Biology			
BIO 205 - Anatomy and Physiology I	4		
BIO 206 - Anatomy and Physiology II	4		
BIO 304 - Histology	4		
BIO 305 - Embryology	3		
Category 2 - Health-Related Biology			
BIO 307 - Pathophysiology	3		
BIO 308 - Virology	3		
BIO 309 - Parasitology	3		
BIO 403 - Immunology	4		
Category 3 - Molecular Biology			
BIO 312 - Cellular and Molecular Biology	4		
BIO 360 - Biochemistry I	4		
Category 4 - Ecology/Evolutionary Biology			
BIO 209 - Evolution	3		
BIO 306 - Ecology	4		
General Electives			
Elective 1	3		
Elective 2 (if needed)	2		
TOTAL	120		
*Felician courses listed are those that meet Felician requirements within each required distribution categories according to the 2021-2022 University Catalog			

Felician University		Hudson County Community College	
B.A. Natural Sciences and Mathematics, General Science Concentration		A.S. Biology	
Course*	Credit	Couse	Credit
General Education (47-49 credits)			
UNIV 250	1		
GECC 1 - Faith and Reason (100/200)	3		
GECC 1 - Faith and Reason (300/400)	3		
GECC 2 - Ethics, Values, Truth	3		
GECC 3 - Communication (ENG 101)	3		
GECC 3 - Communication (COMM 103)	3		
GECC 4 - Critical & Analytical Thinking	3		
GECC 5 - Info Literacy (ENG 102 & LS-100)	3		
GECC 6 - Technological Acumen (CS 103)	3		
GECC 7 - Quantitative & Scientific Reasoning/Science (BIO 103)	4		
GECC 7 - Quantitative & Scientific Reasoning/Math (MATH 160)	4		
GECC 8 - Global Consciousness (HIST 101)	3		
GECC 8 - Global Consciousness (SOC 104)	3		
GECC 9 - Liberal Arts Concentration 1	3		
GECC 9 - Liberal Arts Concentration 2	3		
GECC 9 - Liberal Arts Concentration 3	3		
GECC 9 - Liberal Arts Concentration 4	3		
Major Requirements			
Required Courses (12 credits)			
Biological Science Requirement	4		
Biological Science Requirement	4		
Biological Science Requirement	4		
Physical Science Requirements (12 credits)			
GSCI 105 - Earth Science	4		
PHYS 103 - General Physics I	4		
CHEM 103 - General Chemistry I	4		
Senior Research			
GSCI 409 - General Science Seminar	1		
GSCI 450 - General Science Research	3		
Science Electives (12 credits)			
Science Elective - ENV 101 Intro to Environmental Science	4		
Science Elective - CHEM 104	4		
Science Elective - CHEM 201	4		
Free Electives			
Elective	3		
Elective	3		
Elective	3		
Elective	3		
Elective	3		
Elective	3		
Elective	3		
Elective	3		
Elective	3		
TOTAL	120		
*Felician courses listed are those that meet Felician requirements within each required distribution categories according to the 2021-2022 University Catalog			

Felician University		Hudson County Community College	
B.A. Mathematics		A.S. Mathematics	
Course*	Credit	Couse	Credit
General Education (52 credits)			
UNIV 250	1		
GECC 1 - Faith and Reason (100/200)	3		
GECC 1 - Faith and Reason (300/400)	3		
GECC 2 - Ethics, Values, Truth	3		
GECC 3 - Communication (ENG 101)	3		
GECC 3 - Communication (COMM 103)	3		
GECC 4 - Critical & Analytical Thinking	4		
GECC 5 - Info Literacy (ENG 102 & LS-100)	4		
GECC 6 - Technological Acumen (CS 103)	3		
GECC 7 - Quantitative & Scientific Reasoning/Science (PHY 103)	4		
GECC 7 - Quantitative & Scientific Reasoning/Math (MATH 332)	3		
GECC 8 - Global Consciousness (HIST 101)	3		
GECC 8 - Global Consciousness (SOC 104)	3		
GECC 9 - Liberal Arts Concentration 1 (PSYC 101)	3		
GECC 9 - Liberal Arts Concentration 2 (CS 110)	3		
GECC 9 - Liberal Arts Concentration 3 (ENG 383)	3		
Major Requirements			
Required Courses (34 credits)			
MATH 161 - Precalculus			
MATH 231 - Geometry I	3		
MATH 241 - Discrete Mathematics	3		
MATH 262 - Calculus I	4		
MATH 263 - Calculus II	4		
MATH 343 - Matrix Theory and Linear Algebra	4		
MATH 364 - Calculus III	4		
MATH 423 - Probability and Statistics	4		
MATH 495 - Senior Capstone in Mathematics	4		
Required Electives (7-8 credits; choose two)			
MATH 324 - Number Theory (recommended)	3		
MATH 434 - Abstract Algebra (recommended)	4		
MATH 365 - Differential Equations	4		
Required Related Courses (8 credits)			
PHYS 103 - General Physics I	4		
PHYS 104 - General Physics II	4		
Free Electives (27 credits)			
Free Elective	3		
Free Elective	3		
Free Elective	3		
Free Elective	3		
Free Elective	3		
Free Elective	3		
Free Elective	3		
Free Elective	3		
Free Elective	4		
TOTAL	120		
*Felician courses listed are those that meet Felician requirements within each required distribution categories according to the 2021-2022 University Catalog			



State of New Jersey
DEPARTMENT OF HEALTH
PO BOX 360
TRENTON, N.J. 08625-0360
www.nj.gov/health

PHILIP D. MURPHY
Governor

SHEILA Y. OLIVER
Lt. Governor

JUDITH M. PERSICILLI, RN, BSN, MA
Commissioner

MEMORANDUM OF AGREEMENT

BETWEEN

NEW JERSEY DEPARTMENT OF HEALTH

AND

**HUDSON COUNTY COMMUNITY COLLEGE (HCCC)
FOR**

**THE USE OF CERTAIN NJDOH EQUIPMENT BY HCCC FOR PURPOSES OF NJDOH WASTEWATER
SURVEILLANCE PROGRAM**

WHEREAS, pursuant to N.J.S.A. 26:1A-15, the New Jersey Department of Health (NJDOH) is authorized to enter into agreements with instrumentalities of the State to accomplish the State's public health goals, and the County Colleges are established pursuant to State law, specifically, N.J.S.A. 18A:64A-1 et seq., and approved by The Commission on Higher Education;

WHEREAS, the Centers for Disease Control and Prevention (CDC) of the U.S. Department of Health and Human Services (HHS) has awarded funding to NJDOH entitled, "Epidemiology and Laboratory Capacity for Prevention and Control of Emerging Infectious Diseases" for the purpose of conducting wastewater testing and purchasing testing equipment, in order to understand and monitor community disease prevalence trends through the NJDOH's Wastewater Surveillance Program, part of the National Wastewater Surveillance System (NWSS) 2 program conducted by the CDC, to support local public health action;

WHEREAS, the DOH Wastewater Surveillance Program is overseen jointly by the Public Health Laboratory Services (PHLS) and Communicable Disease Service (CDS) programs; and

WHEREAS, pursuant to N.J.S.A. 18A:64A-12, the Board of Trustees of a County College is authorized to enter into contracts with the State or any of its departments; and

WHEREAS, NJDOH will provide, free of charge, certain Equipment to HCCC for its use in the NJDOH Wastewater Surveillance Program starting in August 2023 and extending through July 31, 2024, or the earlier termination of the NJDOH Wastewater Surveillance Program.

NOW, THEREFORE, THE PARTIES HERETO AGREE AS FOLLOWS:

- I. UNDER THIS AGREEMENT, THE NJDOH IS HEREAFTER REFERRED TO AS THE "LENDING AGENCY" AND THE HCCC IS HEREAFTER REFERRED TO AS THE "RECEIVING AGENCY." THE LENDING AGENCY AND THE RECEIVING AGENCY HEREAFTER MAY EACH BE REFERRED TO AS A "PARTY" OR COLLECTIVELY AS "THE PARTIES."**

II. OBLIGATIONS AND RIGHTS OF LENDING AGENCY

A. Obligations

1. Lending Agency shall provide:
 - a Hach portable compact wastewater sampler, PHEAL Asset tag #P14540, model #ASP.CXXXC121XX, serial # 231110025403;
 - a battery charger for the wastewater sampler, model #8753500US; and
 - a VWR mini refrigerator, model# HCUCFS0504, serial #VWR-912205187658PW-2304-V52, PHEAL Asset Tag# P14555,(together the "Equipment") to HCCC.
2. Lending Agency shall arrange delivery of the Equipment to Receiving Agency and shall provide instructions on use of the wastewater sampler following the execution of this MOA.

B. Rights

1. Audit
 - a. Lending Agency has the right to audit all records maintained by the Receiving Agency for this project and to require that a log for routine cleaning, maintenance, and repair be maintained by the Receiving Agency for the wastewater sampler.
 - b. Lending Agency has the right, during normal business hours, to inspect the Equipment, as well as the cleaning, maintenance and repair log.

2. Work Product

- a. Lending Agency owns the Equipment.
 - i. All written work produced pursuant to this MOA shall bear an acknowledgment of the support of the Lending Agency in providing the Equipment.
- b. Lending Agency assumes all responsibilities relative to determining compliance and effect of the Open Public Records Act (N.J.S.A. 47:1A-1) as it pertains to any work performed by the Receiving Agency pursuant to this MOA.

III. **OBLIGATIONS AND RIGHTS OF RECEIVING AGENCY**

A. **Obligations**

1. Receiving Agency shall perform wastewater sampling and related collection, processing and transportation activities as agreed and memorialized in the Higher Education Enrollment Agreement for Participation in the NJDOH Wastewater Surveillance Program executed between HCCC and CDS on or around May 18, 2023 and the Wastewater Surveillance Monitoring Program Sampling Guide produced by PHEL, both incorporated herein by reference.
2. Receiving Agency shall perform routine cleaning and maintenance of the wastewater sampler as recommended by manufacturer at the following site: <https://images.hach.com/asset-get.download.jsa?code=164217>, and shall when necessary, have professional repairs performed at its own expense to ensure that Equipment is maintained in good operating condition.
3. Receiving Agency shall store the Equipment in a secure site on its premises and ensure that only authorized personnel operate the Equipment.
4. Receiving Agency shall assume all risk and liability associated with use of the Equipment by its personnel, and shall insure the Equipment against all damage and loss.
5. Receiving Agency shall ensure that Equipment is maintained in good operating condition and shall clean, package, and arrange the return transport of the wastewater sampler, battery charger, and mini refrigerator to NJDOH no later than 30 days after the cessation of wastewater sampling by Receiving Agency under the NJDOH Wastewater Surveillance Program.

In the event Receiving Agency fails to return any of the Equipment to NJDOH, or in the event of loss or destruction, or if any of the Equipment ceases to be operable for any reason, Receiving Agency shall be liable to NJDOH for the replacement cost thereof, plus any shipping or delivery

6. charges. The replacement cost of the wastewater sampler is \$5,558.10, that of the battery charger is \$412.25, and that of the refrigerator is \$1,250.00.

7. Whistleblower Protection Notice.

Receiving Agency agrees to comply with and provide adequate notice of available whistleblower rights and remedies, pursuant to 41 U.S.C. 4712, as follows:

- a. Informing employees and independent contractors working on this MOA of their entitlement to the rights and remedies of the “Pilot Program for Enhancement of Contractor Employee Whistleblower Protections”, which cannot be waived by any MOA, policy, form or condition of employment, and includes the following:
 - i. The right not to be discharged, demoted, or otherwise discriminated against as a reprisal for whistleblowing, which is defined as “making a disclosure that the employee reasonably believes is evidence of,” any of the following:
 - 1. Gross mismanagement of federal contract or grant;
 - 2. A gross waste of federal funds;
 - 3. An abuse of authority relating to federal contract or grant;
 - 4. A substantial and specific danger to public health or safety;
 - 5. A violation of law, rule or regulation related to a federal contract or grant (including the competition for, or negotiation of a contract of grant); and
 - ii. This benefit applies when the employee’s disclosure is made to one of the following individuals or entities:
 - 1. A member of Congress, or representative of a Congressional Committee;
 - 2. An Inspector General;
 - 3. The Government Accountability Office;
 - 4. A federal employee responsible for contract or grant oversight or management at the relevant agency;
 - 5. An official from the Department of Justice or other law enforcement agency;
 - 6. A court or grand jury; or
 - 7. A management official or other employee of the contractor, subcontractor, grantee, or subgrantee with responsibility to investigate, discover, or address misconduct.
- b. Providing such written notice in the predominant native language of the workforce; and
- c. Including such requirements in any subsequent MOA with another party to carry out its obligations under the MOA.

1. Data Privacy and Data Security

Receiving Agency agrees to protect NJDOH data collected, used, and maintained through the professional services provided pursuant to this MOA pursuant to applicable federal and State law, standards and policies of the State of New Jersey Office of Information Technology, as amended and supplemented, and accessed at [NJOIT - NJOIT Policy Library \(state.nj.us\)](http://njoit.state.nj.us).

B. Rights

Receiving Agency has the rights set forth at Sections III, IV, and V of this MOA and Attachment A.

IV. GENERAL PROVISIONS

- A. During the term of this MOA, each party shall comply with all federal, State and municipal laws, rules and regulations generally applicable to the activities performed pursuant to this MOA.
- B. Each party is an independent entity and neither party shall hold itself out as an agent, partner or representative of the other.
- C. Failure by either party to exercise any right or demand performance of any obligation under this MOA shall not be deemed a waiver of such right or obligation.
- D. If any terms and conditions of this MOA are held to be invalid or unenforceable as a matter of law, the other terms and conditions hereof shall not be affected thereby and shall remain in full force and effect. To this end, the terms and conditions of this MOA are declared severable.
- E. This MOA may not be assigned without the prior written consent of NJDOH.
- F. The laws of the State of New Jersey govern this MOA.
- G. This MOA may be modified in accordance with the provisions of Attachment A, Section III.
- H. The parties recognize and agree that this MOA is expressly dependent upon the availability to the NJDOH of funds appropriated from applicable federal or state funding sources. The NJDOH shall not be held liable for any termination of this MOA due to the absence of available funding appropriations.
- I. Funding Agency reserves a royalty-free, nonexclusive, and irrevocable license to reproduce, publish or otherwise use, and to authorize others to use, the copyright in any work developed under the MOA.
- J. The parties agree that all data resulting from this MOA are to be considered confidential and shall be solely used for the purposes as outlined above. All parties are required to use reasonable care to protect the confidentiality of the data.
- K. Any research resulting from this MOA which is subject to the Institutional Review Boards of either of the parties shall be confidential. Each party is responsible for adhering to the rules of the Institutional Review Board which are hereby incorporated by reference.

V. TERMS AND TERMINATION

- A.** Subject to any rights of termination hereinafter set forth, this MOA shall become effective on August 1, 2023 and shall remain in effect through July 31, 2024 unless earlier terminated. Upon written notice given by June 30, 2024, MOA may be renewed for an additional year, upon mutual agreement of the Parties, subject to the terms and conditions of this MOA, in which case MOA shall remain in effect through July 31, 2025, unless earlier terminated.
- B.** This MOA may be terminated by either party with or without cause upon 30 days' advance written notice.
- C.** Notice of termination shall be addressed to the contact persons identified at Section VI and delivered via email and U.S. mail, return receipt requested, and shall be effective upon receipt.

VI. PRINCIPAL CONTACTS

The principal contacts for all notifications required or otherwise necessary under this MOA shall be as follows:

For the New Jersey Department of Health:

Program Management Officer

Edward Acheampong, Ph.D.

Program Manager

Public Health and Environmental Laboratory

3 Schwarzkopf Drive, Ewing, NJ 08628

Phone: 609-718-8281

Email: Edward.Acheampong@doh.nj.gov

Rosalind Finney

Division Director

Public Health and Environmental Laboratory

3 Schwarzkopf Drive, Ewing, NJ 08628

Phone: 609-718-8005

Email: Rosalind.Finney@doh.nj.gov

Hudson County Community College

Burl Yearwood, Ph.D.

Dean of STEM

Hudson County Community College

70 Sip Avenue, Jersey City, NJ 07306

Phone: 201-360-4651

Email: byearwood@hccc.edu

Name

Title

Organization

Address

Zip

Phone

Email

VII. **WE, THE UNDERSIGNED, CONSENT TO THE CONTENTS OF THIS AGREEMENT.**

New Jersey Department of Health:

Signature: _____ Date _____
Name
Title
Public Health and Environmental Laboratories

Hudson County Community College:

Signature: _____ Date _____
Name
Title
Division



**YEAR UP/Hudson County Community College
Memorandum of Understanding Amendment**

This Year Up/Hudson County Community College Memorandum of Understanding Amendment (hereinafter the “Amendment”) is effective as of May 1, 2023 by and between Year Up, Inc. (“Year Up”), a not-for-profit corporation with its principal offices at 45 Milk Street, Boston, MA 02109 and Hudson County Community College (“HCCC” or “College”), a college with offices at 70 Sip Ave., Jersey City, NJ 07306. Year Up and HCCC shall hereinafter collectively be referred to as the “parties” and generically as a “party.”

WHEREAS, the Parties entered into the Year Up/Hudson County Community College Memorandum of Understanding dated May 16, 2019 (“MOU”) establishing their partnership;

WHEREAS, the Parties entered into the Year Up/Hudson County Community College Memorandum of Understanding Addendum (“Addendum”) that extended and modified the MOU; and

WHEREAS, the Parties wish to extend and modify the MOU including the prior Addendum as detailed herein.

NOW, THEREFORE, in consideration of the mutual promises and covenants herein, the Parties agree to the following:

1. **Length of Term:** The Term shall hereby be extended and will end on May 16, 2025.
2. **Resolution Approving FY 2022 Tuition and Fee Policy for Students Enrolled in the Year Up New York/New Jersey Program:**
This Resolution incorporated into the MOU as detailed in the Addendum shall be removed in its entirety.

[signature on the following page]



WHEREAS, the Parties affirm that no other terms or conditions of the MOU including the prior Addendum, except those specifically modified or amended herein, shall be impacted, negated, or changed as a result of this here stated Amendment.

HCCC Representative

Year Up Representative

Signature

Date

Signature

Date

Name (Print)

Name (Print)

Title

Title



MEMORANDUM OF UNDERSTANDING

Between

Hudson County Community College

and

Hudson Regional Health

August 1, 2023 – July 31, 2024

Description

Hudson County Community College (HCCC) through the School of Continuing Education and Workforce Development (CEWD) and the Hudson Regional Health (HRH) have established a partnership whereby HCCC CEWD will deliver Diversity trainings during Hudson Regional Health Pre-Service

Roles and Responsibilities

It is agreed that the following will be the roles and responsibilities of the partner organizations:

Hudson Regional Health

- a) Will assign an individual to be the main contact for the training.
- b) Will consult with HCCC to determine the workforce training schedule.
- c) Will provide printed materials for the class.
- d) Agrees to provide employee information to HCCC for the purpose of registering them into CEWD's student database.
- e) Agrees to provide attendance records for the trainings.
- f) HRH shall be responsible for its actions as well as the actions of its members, employees, and anyone taking classes.

Hudson County Community College, Continuing Education and Workforce Development (HCCC CEWD)

- a) Will assign an individual to be the main contact for the training.
- b) Agrees to consult with Hudson Regional Health regarding the workforce training program schedule.
- c) Agrees to design a 2 and ½ hour workforce curriculum in Diversity Training: Celebrating Diversity in the Workplace for 3 class sessions.
- d) Will provide instruction in-person.



- e) Will adhere to the training schedule which will take place during October of 2023. Any changes will be made in consultation with Hudson Regional Health.
- f) Will provide training for up to 90 employees and volunteers in the three (3) class sessions.
- g) Will recruit and hire instructor(s) for the training program.
- h) Will record and maintain student attendance.

Invoicing

Agrees to pay HCCC \$1,689.00 as follows: 50% upon signing the agreement and 50% at the end of training. HCCC shall not be obligated to provide any services until the initial 50% payment is made. HCCC shall invoice the second 50% payment upon completion of the training. If the second 50% payment is not made within thirty (30) of the date of the invoice, the unpaid amounts shall accrue interest at the rate of one percent (1%) per month.

a)

Dispute Resolution

- a) Any and all claims, disputes or other matters in question between the College and the Client arising out of or relating to this Agreement or alleged breach thereof, or the services provided thereunder, shall be subject to and determined exclusively by the Superior Court of New Jersey venue in Hudson County, New Jersey.

Governing Law

- a) This Agreement shall be governed by and in accordance with the laws of the State of New Jersey, without references to any choice of law or conflicts of laws, and provisions therein.
- b) The rights of the College or the Client under this Agreement are personal to each party, and neither party shall assign, transfer, hypothecate or otherwise assign its rights or delegate its duties under this Agreement, whether voluntarily, involuntarily or by operation of law, without the prior written consent of the other party to this Agreement.

Notices

- a) Any notices required or permitted to be given pursuant to the terms of this Agreement shall be sufficiently given when delivered personally, by courier services (such as Federal Express) or certified mail, return receipt requested, addressed to each party as follows:

As to the Hudson Regional Health:



(Address)

Attention:

As to the College:

Hudson County Community College
26 Journal Square
Jersey City, New Jersey 07306
Attention: Jeff Roberson, Director of Contracts and Procurement

Provisions and Amendments

- a) This Memorandum of Understanding contains all provisions agreed upon by the parties. Any amendment to this Memorandum of Understanding must be in writing and signed by either parties or their duly authorized representative. It is further understood that the term of this agreement is for the period of August 1, 2023 – July 31, 2024, and shall not automatically renew. Any continuation, renewal or extension is subject to a new agreement.

Hudson Regional Health

By: _____

Date: _____

Hudson County Community College

By: _____

Date: _____



Item IX., Academic and Student Affairs
Attachment VI
Resolution 6

TRAINING AGREEMENT Q1-07-23-12 - PERFORMANCE BASED

Whereas, the Arbor E&T, LLC dba Equus Workforce Solutions (HEREINAFTER REFERRED TO AS Equus) having its local office at 438 Summit Ave, Jersey City, NJ 07306, desires to enter into a Training Agreement under the terms and conditions listed below in the following four pages with **Hudson County Community College** (HEREINAFTER REFERRED TO AS Vendor)

Hudson County Community College
161 Newkirk Street, Jersey City NJ 07306

FED ID#

This agreement was launched on **July 1, 2023**, for the purpose of providing training, credentials, and job search assistance. Upon successful completion of the training program the participant will have attained sufficient skills to obtain employment, with job search assistant in the training related field at a weekly minimum of 30 hours and the acceptable wage at placement of at least **\$15.00** per hour. Vendor understands the WIOA participants choose a particular vendor of their own free will. Equus is not responsible for referring clients to the vendor unless they are selected by WIOA participant. This agreement will be reviewed quarterly for compliance and will end one year from the launch date.

Description of the Programs/Trainings listed on (NJTOPPS):

In consideration of the foregoing, Equus does hereby agree to pay **(Vendor)** the allowable costs incurred in the performance of this agreement in an amount up to, but not to exceed **\$4,000.00** as detailed in the Performance Based payment schedule.

NOTE: VENDOR MUST ENSURE THAT GRADUATES HAVE A CURRENT RESUME, WHICH INCLUDES THEIR NEW SKILLS AND MUST BE INCLUDED WITH THE FINAL INVOICE. RESUME SHOULD ALSO SHOW RECEIPT OF CREDENTIAL.

Arbor E&T, LLC dba Equus Workforce Solutions

BY: _____
Signature Date

Print name and title

Vendor Approval

BY: **X** _____
Authorized Signature Date

Print name and title

I CERTIFY THAT I AM DULY AUTHORIZED TO ENTER INTO THIS AGREEMENT BY THE GOVERNING/ADMINISTRATIVE BODY OF THE ABOVE CONTRACTOR & RECEIVED THE NON DISCRIMINATION MONITORING STATEMENT OF ASSURANCES, GENERAL DEFINITIONS, TERMS, & CONDITIONS AS WELL AS THE VENDOR HANDBOOK & ENSURE THE STAFF AND I ABIDE BY ALL REGULATIONS.

Payment Schedule for Approved Training Providers:

This is a performance-based training agreement. In full consideration of the terms and services performed under this agreement the vendor shall be compensated only upon the proper submission of **Equus Training Voucher** and the necessary supporting documentation for each payment listed below:

UNDER NO CIRCUMSTANCE WILL THE PARTICIPANTS(TRAINEEES) BE RESPONSIBLE TO PAY FOR ANY COSTS INCURRED AND/OR SERVICES PROVIDED THROUGH THIS AGREEMENT.

CONTACT PERSON: Anita Belle
TITLE: Director, Workforce Pathways Continuing Education & Workforce Development
TELEPHONE: 201-360-5443
EMAIL: abelle@hccc.edu

TRAINING AGREEMENT Q1-07-23-12 - PERFORMANCE BASED

The enclosed agreement breakdown is based on the allocated amount of \$4,000.00 per individual with an estimated 200 total hours course. You will receive an Individualized, "Client Summary" for every participant enrolled to include their appropriate milestones breakdown, based on the total cost of each program as stated on the ETPL.

Payments will be made only according to the following conditions:

A. \$1,600.00 - 60% of the Training Tuition is based on Training Progress and will be paid accordingly:

1. A progress report payment of \$400.00 will be paid upon successful completion of the first 50 hours of instructional courses / work (**1st Benchmark**) and evidenced of any proper of assessment with a grade of "C+" or higher each module or course and attendance reports signed by both the participant and the instructor providing satisfactory progress to the next level of training.
2. A progress report payment of \$400.00 will be paid upon successful completion of the next 50 hours of instructional courses / work (**2nd Benchmark**) and evidenced of proper assessment with a grade of "C+" or higher each module or course and original attendance reports signed by both the participant and the instructor providing satisfactory progress to the next level of training.
3. A progress report payment of \$400.00 will be paid upon successful completion of the next 50 hours of instructional courses / work (**3rd Benchmark**) and evidenced of proper assessment with a grade of "C+" or higher each module or course and original attendance reports signed by both the participant and the instructor providing satisfactory progress to the next level of training.
4. A final progress payment of \$400.00 will be paid upon successful satisfactory completion of the final 50 hours of courses / work (**4th Benchmark**) and not previously taken as outlined in the Scope of Work, with a minimum of 180 core hours of attendance and evidenced of proper assessment with a grade of "C+" or higher in each module or course and original attendance reports signed by both the participants and the instructors providing satisfactory progress to the next level of training. A copy of Certificate of completion, current resume with new skills obtained, and a submission of a receipt or appropriate documentation from the Licensing/Exam Administering Entity with the student's name, exam type, date of exam must be attached in order to be reimbursed for the last benchmark.

B. \$1,600.00 - 40% of the Training Tuition for Industry Recognized Credential will be paid as follows:

1. **Credential Attainment** - will be paid within 3 months of program completion related to course/program of study. See complete list of Industry Recognized Credentials from LWD website:
http://careerconnections.nj.gov/careerconnections/prepare/skills/credentials/industry_valued_credentials.shtml

C. \$800.00 - 20% of the total WIOA obligations for Entered Employment and Retention payments will be paid accordingly:

1. **Entered Employment** - will be paid only if the vendor provides a referral to an employer who then hires the participant into an unsubsidized full-time thirty (30) hours per week employment opportunity at a rate of at least \$15.00 per hour or more by the 61st calendar day after completion of training exit in an occupation for which the participant was trained.

Contract Stipulations:

TRAINING AGREEMENT Q1-07-23-12 - PERFORMANCE BASED

1. Executed Training Agreements shall ensure participants must comply with the benchmark attendance policy as follows:
 - a. Training Programs with 600 hours or more, participants must attend 80% of the instructional course/work hours.
 - b. Training Programs with less than 600 hours, participants must attend 90% of the instructional course/work hours.
2. If a training program is identified as having a completion day of less than 30 business days, then the standard 10 consecutive business days for evaluation/orientation and financial obligation will not apply. Instead, a financial obligation will commence based on the length of the program as follows: a) Programs of 1-5 business days, must attend 2 consecutive program days; b) 6-10 business days must attend 3 consecutive program days; c) 11-30 business days must attend 5 consecutive program days, before a financial obligation exists for benchmark payment(s) of said training.
3. Whenever possible, be flexible and allow participants who are absent from class to make up the class or allowing evening and/or weekend participation in order to achieve the individual's program completion per the participant Training Agreement.
4. Contract extensions will not be approved with the exception of weather related, documented health related reasons, employment related reasons or incidents of life changing events (ex. homeless). All extensions must be submitted within ten (10) business days of contract end date to the Training Unit. The justification must clearly be stated when submitting the request with backup documentation.
5. If a participant withdrew from the training for any reason, the vendor has two (2) business days to notify and send the termination letter to the Equus Operations Manager. The Termination letter must detail why the participants withdrew from the training and the last day of training.
6. Payment request must be accompanied by a completed **Equus Training Voucher**, and all supporting documentation such as performance benchmarks achieved, bi-weekly progress, and grade levels achieved course should be attached. Only vouchers with successful completion of the required hours of instructional courses / work and evidence of any proper of assessment with a grade of "C+" or higher in each module or course is accepted as meeting competency attainment in the subject matter will be paid. On the last benchmark, the vendor must submit a copy of Certificate of completion, current resume with new skills obtained, and a submission of a receipt or appropriate documentation from the Licensing/Exam Administering Entity with the student's name, exam type, date of exam must be attached in order to be reimbursed for the last benchmark. All payment requests must be submitted within 30 days after each benchmark is achieved. Vouchers must be submitted in accordance with all other standards and policies established by Equus.
7. Vendors must assist in registering the participant for training related exam(s) within 30 days prior to the last day of program completion. As stated previously, the vendor must submit a receipt or appropriate documentation from the Licensing/Exam Administering Entity with the student's name, exam type, date of exam must be attached in order to be reimbursed for this benchmark.
8. All participants must be in a training related industry recognized credential program. Vendor must follow up, obtain and submit proof of credential to Equus Management Team within 3 months of program completion. For Credential payment, the vendor must submit proof of the credential with Equus voucher to Equus Management Team and copy to training unit within 2 months of program completion.
9. Completion of any related internships or externships and has received any certificates, permits, licenses necessary to perform the duties of the occupation for which the customer has been trained cannot be withheld from the customer due to payment from Equus.
10. The vendor has 61 days from the completion of the training (including credentialing exams) to place all participants in unsubsidized employment with a minimum requirement of 30 hours per week in a training related field as per the Training Agreement. In addition, the Placement information should be submitted to the Equus case manager or Management Team and within (61st) days of completion of training.
11. Payments will be withheld for incomplete or overdue progress reports and supporting documentation.

Vendor Certification

I hereby certify that the good(s) or services(s) described herein is (are) correct as to quantity and contract price, and have been shipped to the delivery destination as specified in the contract.

Hudson County Community College

(Training Vendor)

161 Newkirk Street Jersey City, NJ 07306

(Address)

(Date)

x _____
(Signature)

X _____
(Name and Title)

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

September 12, 2023

X. NEW BUSINESS

Chairman Netchert expressed his excitement about the STEM projects presented and for HCCC to be part of something that will contribute to the good of America.

Trustee Peña concurred with Chairman Netchert, congratulating those participating in the project.

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

September 12, 2023

XI. ADJOURNMENT

RESOLUTION:

NOW, THEREFORE, BE IT RESOLVED that the September 12, 2023 meeting of the Hudson County Community College Board of Trustees be adjourned at 5:50 P.M.

INTRODUCED BY: Jeanette Peña

SECONDED BY: Roberta Kenny

DATE: September 12, 2023

DeFazio, Edward	<u>AYE</u>
Doria, Joseph	<u>ABSENT</u>
Gardner, Pamela	<u>ABSENT</u>
Gargiulo, Frank	<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>

8 Aye Nay

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

Alexa Riano
Signature of Recorder

09/12/2023
Date