

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

Regular Meeting – Board of Trustees

Tuesday, September 16, 2025

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/98347157921?pwd=Hnw4NaLmFoxibgpdYjffqQojnDoaBl.1>

Passcode: 980112

Telephone: 1 305 224 1968

Webinar ID: 983 4715 7921

Passcode: 980112

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

Chair Peña

II. ROLL CALL AND RECOGNITION OF VISITORS

Trustees:

Lisa Camacho, Student Alumni Representative

Edward DeFazio, Secretary/Treasurer

Joseph Doria

Frank Gargiulo

Stacy Gemma

Roberta Kenny

Vincent Lombardo

Jeanette Peña, Chair

Christopher Reber, President (Ex Officio)

Silvia Rodriguez

Harold Stahl

Frances Teabout

- III. COMMENTS FROM THE PUBLIC** Chair Peña
- 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. *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** Chair Peña
- XI. ADJOURNMENT** Chair Peña

HUDSON COUNTY COMMUNITY COLLEGE

BOARD OF TRUSTEES MEETING

Tuesday, September 16, 2025

II. ROLL CALL

Trustees:

<i>Lisa Camacho, Student Alumni Representative</i>	<u>PRESENT</u>
<i>Edward DeFazio, Secretary/Treasurer</i>	<u>PRESENT</u>
<i>Joseph Doria</i>	<u>ABSENT</u>
<i>Frank Gargiulo</i>	<u>PRESENT</u>
<i>Stacy Gemma</i>	<u>PRSESENT</u>
<i>Roberta Kenny</i>	<u>ABSENT</u>
<i>Vincent Lombardo</i>	<u>ABSENT</u>
<i>Jeanette Peña, Chair</i>	<u>PRESENT</u>
<i>Christopher Reber, President, Ex Officio</i>	<u>PRESENT</u>
<i>Silvia Rodriguez</i>	<u>PRESENT</u>
<i>Harold Stahl</i>	<u>PRESENT</u>
<i>Francis Teabout</i>	<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 Star Ledger and NJ.com; filed with each office of the Hudson County Municipal Clerks; posted on the College Website and on 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

Tuesday, September 16, 2025

III. COMMENTS FROM THE PUBLIC

None

HUDSON COUNTY COMMUNITY COLLEGE

BOARD OF TRUSTEES MEETING

Tuesday, September 16, 2025

IV. CLOSED SESSION

None

HUDSON COUNTY COMMUNITY COLLEGE

BOARD OF TRUSTEES MEETING

Tuesday, September 16, 2025

V. REPORTS

1. *Student Government Association President's Report (R. Khajamohideen)*
2. *All College Council Chair's Report (F. Garcia)*
3. *President's Report (C. Reber)*

HUDSON COUNTY COMMUNITY COLLEGE

BOARD OF TRUSTEES MEETING

Tuesday, September 16, 2025

VI. REGULAR MONTHLY REPORTS AND RECOMMENDATIONS

1. MINUTES OF PREVIOUS MEETING

The Minutes of the Regular Meeting of August 12, 2025 are herewith submitted to the Board of Trustees for approval. (Page 9)

Recommendation:

It is the recommendation of the President that the Board of Trustees accept the Minutes of the Regular Meeting of August 12, 2025.

2. GIFTS, GRANTS, AND CONTRACTS REPORT

Hudson County Community College has received the following grant:

TITLE: Progress, Accomplishment, Thriving, Hope (PATH) Scholarship Program

AGENCY: Ellucian Foundation

PURPOSE OF GRANT: To support students experiencing economic hardship.

COLLEGE ADMINISTRATOR: Nicole B. Johnson

COLLEGE CONTRIBUTION: \$0

AWARD AMOUNT: \$10,000

RESOLUTION:

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

INTRODUCED BY: _____ *Jeanette Peña*

SECONDED BY: _____ *Edward DeFazio*

DATE: _____ *September 16, 2025*

<i>DeFazio, Edward</i>	_____ <i>AYE</i>
<i>Doria, Joseph</i>	_____ <i>ABSENT</i>
<i>Gargiulo, Frank</i>	_____ <i>AYE</i>
<i>Gemma, Stacy</i>	_____ <i>AYE</i>
<i>Kenny, Roberta</i>	_____ <i>ABSENET</i>
<i>Lombardo, Vincent</i>	_____ <i>ABSENT</i>
<i>Rodriguez, Silvia</i>	_____ <i>AYE</i>
<i>Stahl, Harold</i>	_____ <i>AYE</i>
<i>Teabout, Frances</i>	_____ <i>AYE</i>
<i>Peña, Jeanette, Chair</i>	_____ <i>AYE</i>

___ 7 ___ Aye ___ 0 ___ Nay

RESOLUTION ADOPTED

Alexa Riano
Signature of Recorder

09/16/2025
Date

HUDSON COUNTY COMMUNITY COLLEGE

Regular Meeting – Board of Trustees
Tuesday, August 12, 2025
5:00 P.M., In Person and Via Zoom

MINUTES

PRESENT: *Edward DeFazio (Secretary/Treasurer); Stacy Gemma; Roberta Kenny; Jeanette Peña (Chair); Christopher Reber; Frances Teabout, and Harold Stahl.*

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

ABSENT: *Lisa Camacho (Alumni Representative); Joseph Doria; Frank Gargiulo; Vincent Lombardo; and Silvia Rodriguez.*

I. CALL TO ORDER - FLAG SALUTE

II. ROLL CALL

III. COMMENTS FROM THE PUBLIC - None

IV. CLOSED SESSION - None

V. REPORTS

1. President's Report

President Reber offered the following report.

Good evening, Trustees.

Before I begin, I ask you to join me in a moment of silence for victims of war and violence in the Middle East, Eastern Europe, India and Pakistan, Africa, and other parts of the world.

Moment of Silence.

Thank you.

We condemn violence and hatred of all kinds, including racism, antisemitism, and Islamophobia. We support one another in times of difficulty and are committed to a community that is respectful of and safe for everyone.

This evening, we will not have a report from the Student Government Association or All College Council since we are still in summer mode. Both of those reports will resume in September.

Attending today's meeting is Dr. Margaret Schedel, Professor of Music at Stony Brook University, who is serving as an American Council on Education Fellow at HCCC during the fall semester. Since 1965, the ACE Fellows leadership program has placed more than 2,000 participants at invited site institutions. The program has various benefits for the ACE Fellow and the host institutions.

These include increasing the nation's executive-level higher education leadership pipeline, providing the host institution with expertise and support of a seasoned leader, and promoting professional development and growth opportunities for the participants, from which the host institutions also benefit.

Dr. Schedel chose HCCC as her requested fall ACE Fellowship site because of our recognized leadership for outcomes in areas of importance to her, including student success, equity, AI leadership, and innovation, among others. She brings extensive experience in teaching and learning, academic administration, and technology applications.

Welcome, Dr. Schedel! We all look forward to working with you!

Hot off the press, we learned yesterday that Hudson County Community College will be recognized with two awards at the Association of Community College Trustees National Leadership Congress that will be held in New Orleans, LA in late October.

First, we congratulate Associate Professor of Business Elana Winslow, who will receive the ACCT Northeast Regional Faculty Award. According to ACCT, the Faculty Member Award “recognizes that the central purpose of our community colleges is teaching and learning, and that achievement of excellence in that purpose relates directly to the quality of our faculty.” Elana will also be the sole nominee from the Northeast Region for ACCT’s nationwide William H. Meardy Faculty Award that will be announced at the Awards Gala held at the conclusion of the conference.

We have also learned that Hudson County Community College has been chosen as the recipient of ACCT’s 2025 Northeast Regional Impact and Success Award. According to ACCT, this award “recognizes exemplary commitment by a governing board and president of a two-year postsecondary institution to achieve impact and success in the college’s education programs and services, and in the administration and delivery of those programs and services.” Again, HCCC will be the sole nominee for the ACCT nationwide Impact and Success Award to be presented at the Leadership Congress Gala.

Two more wonderful points of pride for Hudson County Community College!

As you all are aware, planning is well underway for the new HCCC athletics program that will debut in fall 2026 with the opening of the gymnasium and wellness facility in the new Center for Student Success.

Joining us to discuss his work and our early planning for the program is our inaugural Director of Athletics, Jonathan Sisk. Jonathan, we are so excited that you have joined the HCCC family as the leader of this phenomenal new program that will grow and develop in support of our students and community over the next five years and beyond!

Introducing Jonathan is his supervisor, Dean of Student Affairs Dr. David Clark, who has co-chaired our Athletics Task Force over the past several years in preparation for Jonathan’s arrival.

Dr. David Clark and Jonathan Sisk presented [New HCCC Athletics Program](#).

Dr. David Clark introduced Jonathan Sisk.

Thanks for having us, and a special shoutout to Dr. Nicholas Chiaravalloti, who has been instrumental and served as a co-chair on this journey since 2022.

We appreciate the opportunity to share an update on the exciting progress toward establishing intercollegiate athletics at Hudson County Community College.

As Dr. Reber mentioned, I’ll be providing supervision to Jonathan Sisk as he builds the program into a lasting success.

A little bit about Jonathan: he has been leading the way as our inaugural Director of Athletics since May, bringing with him over a decade of proven success in building and revitalizing athletic programs. His leadership has consistently driven higher academic achievement and greater competitive success for student-athletes, while also contributing to long-term growth at every institution he has served.

Jonathan joined the HCCC family following a five-year tenure as Director of Athletics at Malcolm X College in Chicago, Illinois. He has also led athletics at Wilbur Wright College, SUNY Adirondack, Central Carolina Community College, and Barber-Scotia College.

He’s helped revitalize programs after the pandemic shutdowns, launched new sports, and overseen major facility upgrades. He holds a Bachelor of Arts in Sports Management, a Master of Education in Sports Administration, and is currently completing a Juris Doctorate.

So, without further ado, I’d like to turn it over to Jonathan to share more updates on athletics here at Hudson County Community College.

Jonathan Sisk offered the following remarks.

Thank you, Dr. Clark.

And thank you, Trustees, for giving us the opportunity to share an update with you today.

Athletics has been a hot topic here at HCCC for some time, and I'm truly grateful to help carry this baton across the finish line. Today's presentation offers a high-level overview of the timeline and planning process that will guide the development of our intercollegiate athletics program over the next three years, building something that the entire HCCC community can be proud of.

The Athletics Task Force was formed in June 2022 and was co-chaired by Dr. Clark and Dr. Chiaravalloti. Through leadership, hard work, and the passion of every task force member, we laid the foundation for the program we're building today. I want to sincerely thank them all, especially Dr. Clark, and acknowledge that several task force members are with us this evening.

This work led the process that resulted in my hiring. I started on April 28 and quickly developed a three-year athletics budget and personnel plan. Our goal is to launch a men's and a women's sport each year.

To establish credibility and ensure regional and national opportunities for our student-athletes, HCCC will be joining:

- The National Junior College Athletics Association (NJCAA) – the national governing body for two-year athletics;
- Region 19 – our regional governing body; and,
- The Garden State Athletic Conference.

Applications for these memberships will be completed in Fall 2025.

Our athletics program will officially debut with men's and women's basketball competitive programs. Head coach positions are already posted, and we've received a great deal of interest. Once hired, coaches will begin recruiting athletes in spring 2026, and I look forward to hearing basketballs bouncing on the court soon after!

Another pivotal milestone will be the selection of our team name and mascot. There's a great deal of excitement and momentum from the community, and we plan to harness that energy during fall 2025 and spring 2026. In conjunction with our 50th Anniversary events, we'll launch a campaign to engage students in the process. We'll begin with an idea collection survey at our anniversary kickoff event and follow up with a student-centered contest to help decide our final mascot and team name by spring 2026.

In fall 2026, men's and women's basketball will begin competition, right alongside the opening of our new Center for Student Success. I'm especially excited for that moment. I live nearby and walk past the site every day, watching its progress. That building will be a cornerstone for our athletics program and student support services.

In fall 2026, we'll hire head coaches for men's and women's volleyball, with recruiting beginning in spring 2027 and competition starting in fall 2027. Then, in fall 2027, we'll hire head coaches for men's and women's soccer, who will begin recruiting in spring 2028 to prepare for competition in fall 2028.

We've been active in the community, forming strong relationships with partners that are key to our success. On May 19, I was introduced at the Region 19 meeting and will attend the next meeting this week. On June 12, I met with Vincent Almeida, President of the Hudson County Interscholastic Athletic League (HCIAL), who was very supportive and even offered access to facilities. I'm scheduled to present to the entire board of HCIAL on October 7. On July 15, I was introduced at the Hudson County Board of Commissioners meeting with a room full of excitement and energy. Most recently, on July 29, I met with Associate Vice President Robert Cole at New Jersey City University, and we discussed several promising ideas for collaboration.

There's growing momentum and excitement about athletics at HCCC. I want to thank Jennifer Christopher and our Communications team for creating marketing materials like this flyer, which has been generating real buzz on campus.

And, finally, our interest form is now live on our website. We've already received responses from several prospective student-athletes. If you know of any students who might be interested, please feel free to share the QR code or direct them to me via the contact info on the page.

Thank you again for your time and support. I'll be happy to take any questions.

Chair Peña offered remarks.

This is all so exciting. I do have a question, but I'll preface it with a quick memory. My very first unofficial one-on-one with Dr. Reber happened while my daughter was at swim practice. I was sitting poolside, basically part of the furniture at that point, because I was always there.

So that leads me to my question: what about swimming? We have great local pools, and there's a strong pipeline of young swimmers in our area. Maybe something to consider for the future.

Thank you again. This truly feels like the next level for HCCC. Our students need something that hooks them in; although academics are essential, of course, athletics offers that extra spark. It builds connection, pride, and belonging. I really believe this will help us continue growing stronger year after year.

President Reber resumed his remarks.

Great idea, Chair Peña!, Very exciting!

As you know, this athletics program is being designed with student success at its core. We're focused on developing the student-athlete, meaning we want our athletes to not only compete, but to outperform their non-athlete peers academically.

We also want them to develop strong leadership and team-building skills. Athletics should serve as both a retention and engagement tool, and importantly, a way to attract and support students we haven't traditionally been able to reach.

Over the next five years, the plan is to grow the program to include up to ten sports. While there is an initial investment, we expect the program to become revenue-positive as we enroll more student-athletes. We're confident this will support our continued growth and positively impact student retention.

This is an exciting new chapter in the college's vision and trajectory that will be featured prominently during the upcoming year-long celebration of the college's 50th anniversary!

Thanks so much, Jonathan and David. Hudson is Home!

Trustees, this concludes my report.

VI. REGULAR MONTHLY REPORTS AND RECOMMENDATIONS:

1. *The Minutes of the Regular Meeting of June 10, 2025 were approved.*

Introduced by: Edward De Fazio

Seconded by: Harold Stahl

6 Ayes.....0 Nays

Resolution Adopted

VII. FISCAL, ADMINISTRATIVE, LEASE, AND CAPITAL RECOMMENDATIONS 1-19:

1. Resolution Authorizing the Execution of the First Amendment to the Amended and Restated Lease with the Jersey City Redevelopment Agency for Property Located at 68-74 Sip Avenue (Block 9501,

Lot 21); 150-164 Sip Avenue; and 28 Tonnelle Avenue (Block 10602, Lots 10, 11, 12, 13, 14, 15 and 16), Jersey City, New Jersey was approved.

2. Resolution Approving Architectural and Engineering Services On-Call List was approved.
3. Resolution Authorizing Purchase of Computers, Laptops, Monitors, and Docking Stations to be funded from the operating budget at a cost not to exceed \$365,588 was approved.
4. Resolution Awarding Lease of Replacement Printers/Copiers for the Copy Center to be funded from the operating budget at a cost not to exceed \$195,005 was approved.
5. Resolution Awarding Lease of Replacement Printers/Copiers to be funded from the operating budget at a cost not to exceed \$100,920 was approved.
6. Resolution Authorizing Renewal of Smart Net Maintenance and Technical Support to be funded from the operating budget at a cost not to exceed \$297,073 was approved.
7. Resolution Authorizing Renewal of Advanced Email Security Protection Software to be funded from the operating budget at a cost not to exceed \$68,700 was approved.
8. Resolution Authorizing Renewal of Adobe Licenses to be funded from the operating budget at a cost not to exceed \$59,204 was approved.
9. Resolution Authorizing Award of Audit Contract for Fiscal Year 2025 at a cost not to exceed \$97,000 was approved.
10. Resolution Authorizing Renewal of Contract with WW Grainger for Supplies and Equipment to be funded from the operating budget at a cost not to exceed \$85,000 was approved.
11. Resolution Authorizing Renewal of Marketing, Advertising and Community Media Relations Services for the Office of Communications to be funded from the operating budget at a cost not to exceed \$118,440 was approved.
12. Resolution Authorizing Renewal of Digital Advertisement Services to be funded from the operating budget at a cost not to exceed \$51,320 was approved.
13. Resolution Authorizing Renewal of Achieving the Dream Annual Contract to be funded from the operating budget at a cost not to exceed \$76,500 was approved.
14. Resolution Authorizing Renewal of New Jersey Council of County Colleges Membership to be funded from the operating budget at a cost not to exceed \$74,298 was approved.
15. Resolution Rejecting Award of Insurance Broker and Vendor was approved.
16. Resolution Authorizing Renewal of Liability and Casualty Insurance to be funded from the operating budget at a cost not to exceed \$565,000 was approved.
17. Resolution Authorizing Renewal of Purchasing Bid Threshold for Fiscal Year 2026 was approved.
18. Resolution Authorizing Cooperative with the County of Hunterdon Pricing Agreement, effective immediately, was approved.
19. Resolution Approving Amendment of Follett Bookstore Contract was approved.

*Introduced by: Stacy Gemma
Seconded by: Frances Teabout*

6 Ayes.....0 Nays

Resolutions Adopted

VIII. PERSONNEL RECOMMENDATIONS 1-9:

VIII. PERSONNEL RECOMMENDATIONS

1. RETIREMENT

First Name	Last Name	Title	Salary Grade	Effective Date
Yvette	Ramos	Administrative Support Specialist, Advisement	105	August 1, 2025

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

2. RESIGNATIONS

First Name	Last Name	Title	Salary Grade	Effective Date
Cristhian	Altamirano	Associate Director, Early College Programs	115	June 27, 2025
Alexa	Andrade	Academic Counselor, Hudson Scholars	113	September 1, 2025
David	Ayoub	Support Analyst	111	June 13, 2025
Kelvin	Clark	Academic Counselor, Hudson Scholars	113	June 20, 2025

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

3. APPOINTMENT OF FULL-TIME STAFF

First Name	Last Name	Title	Salary Grade	Effective Date	Annual Salary
Meghaben	Chauhan	Support Analyst	111	August 18, 2025	\$ 52,573.76
Tosha	Houston	Director, Practical Nursing Certificate Program	119	August 25, 2025	\$ 105,000.00
Machli	Joseph	Director, Perkins Career and Technical Education Programs	117	August 13, 2025	\$ 89,194.00
Tiffany	Marzano	Assistant Director, Payroll	113	August 18, 2025	\$ 60,000.00
Betzabe	Reyes	Administrative Assistant, Humanities and Social Sciences	108	August 16, 2025	\$ 60,000.00
Stephanie	Robinson	Academic Advisor, Educational Opportunity Fund (EOF)	109	August 18, 2025	\$ 49,520.03
Vamshi	Samudrala	Data and Reporting Coordinator	112	August 18, 2025	\$ 62,214.00

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. 3.*

4. APPOINTMENT OF TEMPORARY FULL-TIME STAFF

First Name	Last Name	Title	Salary Grade	Effective Date	Anticipated End Date	Annual Salary
Karina	Arango	Student Success Manager (Grant-funded)	113	September 1, 2025	May 31, 2026	\$ 58,075.36
Luisa	Carranza	ESL Student Success Specialist (Grant-funded)	109	August 13, 2025	September 30, 2025	\$ 50,183.00
Candice	Fernandez	Academic Counselor	113	July 1, 2025	December 31, 2025	\$ 58,377.16
Jacqueline	Garcia	Academic Counselor, Early College Program	113	August 16, 2025	December 15, 2025	\$ 58,133.00
Farimah	Mazzotta	Visual Arts and Design Equipment and Lab Manager (Grant-funded)	116	July 1, 2025	June 30, 2026	\$ 74,340.00
Natalie	Mejia	Financial Aid Assistant	105	July 19, 2025	January 15, 2026	\$ 41,058. 37
Fabiola	Ocean	Student Success Manager (Grant-funded)	113	September 1, 2025	May 31, 2026	\$ 58,075.36
Jasmine	Pascua	Equipment Manager (Grant-funded)	113	July 1, 2025	June 30, 2026	\$ 46,462.50
Maritza	Reyes	Director, Center for Adult Transition (Grant-funded)	119	September 1, 2025	December 31, 2025	\$ 87,762.50
Joycelyn	Wong-Castellano	Interim Associate Director, Early College Program	115	August 16, 2025	December 15, 2025	\$ 75,578.00

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. 4.*

5. APPOINTMENT OF FULL-TIME FACULTY

First Name	Last Name	Title	Salary Grade	Effective Date	Annual Salary
Richard	Morris III	Instructor, Physics (Tenure-track)	INSTRUCTOR	August 16, 2025	\$ 60,404.00
Sony	Thomas	Instructor, Nursing, OB/PEDS (Tenure-track)	INSTRUCTOR	August 16, 2025	\$ 65,000.00
Michelle E.	Vera	Instructor, ESL (Tenure-track)	INSTRUCTOR	August 16, 2025	\$ 70,892.00
Bianka	Zeneli	Instructor, Health and Medical Sciences (Tenure-track)	INSTRUCTOR	August 16, 2025	\$ 65,494.00

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. 5.*

6. APPOINTMENT OF TEMPORARY FULL-TIME FACULTY

First Name	Last Name	Title	Salary Grade	Effective Date	Anticipated End Date	Annual Salary
Michael	Lee	Instructor, Studio Arts (Non-Tenure-track)	INSTRUCTOR	August 16, 2025	December 31, 2025	\$ 60,494.00

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. 6.*

7. AUTHORIZATION OF PART-TIME STAFF THROUGH AUGUST 2026, AS NEEDED

First name	Last name	Office	Title	Position ID	Supervisor
Vanessa	Viera	Accessibility Services	Sign Language Interpreter	SIGNLAU-150525	Karine Davis
Marlenne	Andalia	ADJ Academic Support Services	Tutor	Tutor-252010	Kenny Fabara
Hafeda	Benounane	ADJ Academic Support Services	CTE Academic Coach	CTE Academic Coach-601021	Kenny Fabara
Elissa	D'Aries	ADJ Academic Support Services	Tutor	Tutor-252010	Kenny Fabara
Andal	Erika	ADJ Academic Support Services	CTE Academic Coach	CTE Academic Coach-601021	Kenny Fabara
Briana	Espinosa	ADJ Academic Support Services	Tutor	Tutor-252010	Kenny Fabara
Farhan	Khan	ADJ Academic Support Services	Tutor; CTE Academic Coach	Tutor-252010; CTE Academic Coach-601021	Kenny Fabara
Stev	Lewis	ADJ Academic Support Services	Tutor; CTE Academic Coach	Tutor-252010; CTE Academic Coach-601021	Kenny Fabara
Nelson	Lovera	ADJ Academic Support Services	Tutor	Tutor-252010	Kenny Fabara
Matthew	McClintock	ADJ Academic Support Services	Tutor	Tutor-252010	Kenny Fabara
Frances	Melenzez	ADJ Academic Support Services	Tutor; CTE Academic Coach	Tutor-252010; CTE Academic Coach-601021	Kenny Fabara
Gabriella	Melenzez	ADJ Academic Support Services	CTE Academic Coach	CTE Academic Coach-601021	Kenny Fabara
Olivia	Na	ADJ Academic Support Services	CTE Academic Coach	CTE Academic Coach-601021	Kenny Fabara

Dimarie	Pagan	ADJ Academic Support Services	CTE Academic Coach	CTE Academic Coach-601021	Kenny Fabara
Laura	Robertson	ADJ Academic Support Services	CTE Academic Coach	CTE Academic Coach-601021	Kenny Fabara
Maylin	Rodriguez	ADJ Academic Support Services	Tutor	Tutor-252010	Kenny Fabara
Marco	Scherillo	ADJ Academic Support Services	Tutor	Tutor-252010	Kenny Fabara
Regina	Sevilla	ADJ Academic Support Services	Tutor	Tutor-252010	Kenny Fabara
Selena	Suarez	ADJ Academic Support Services	CTE Academic Coach	CTE Academic Coach-601021	Kenny Fabara
Marolla	Youakim	ADJ Academic Support Services	CTE Academic Coach	CTE Academic Coach-601021	Kenny Fabara
Miranda	Martinez	Advisement	Office Assistant	OFFAST-200510	Belinda Austin
Destiny	Knowles	Business, Culinary Arts, and Hospitality Management	Office Assistant	OFFAST-101030	Ara Karakashian
Naomi	Betancourt	Career and Transfer Pathways	Administrative Assistant	PTADM-200531	Jennifer Valcarcel
Shelley	Naz	Center for Online Learning	Instructional Technologist	PTITECH-101055	Callie Martin
Melisa	Landauro Zuleta	College Libraries	Library Associate	PTLRASO-150510	Lisa Bogart
Jenny	Soriano	College Libraries	Library Associate	PTLRASO-150510	Saudia Reid
Martine	Cadet	Continuing Education and Workforce Development	PT Instructor	PTINST-103005	Anita Belle
Ricardo	Camacho Jr.	Continuing Education and Workforce Development	PT Healthcare Instructor	HCINST-103005	Samaya Yashayeva
Ana	Chkheidze	Continuing Education and Workforce Development	PT Instructor	PTINST-102010	Chastity Farrell
Mariam	Elkholy	Continuing Education and Workforce Development	PT Instructor	PTINST-102010	Chastity Farrell
Tomas	Garzon	Continuing Education and Workforce Development	Student Success Coach, CAT	PTSSCAT-603095	Maritza Reyes
Larry	Goodin	Continuing Education and Workforce Development	PT Instructor	PTINST-103005	Jaime Pardo
Juanita	Hobson	Continuing Education and	PT Instructor	PTINST-103005	Jaime Pardo

		Workforce Development			
Monben	Mayon	Continuing Education and Workforce Development	PT Instructor	PTINST-103005	Jaime Pardo
Joanne	Rivera	Continuing Education and Workforce Development	Academic Coach	ACDCCH-603091	Maritza Reyes
Whitney M.	Rivera	Continuing Education and Workforce Development	Program Assistant	PTPRGA-603093	Maritza Reyes
Navin	Shievdayal	Continuing Education and Workforce Development	PT Instructor	PTINST-103005	Jaime Pardo
Liana	Tabatadze	Continuing Education and Workforce Development	PT Instructor	PTINST-102010	Chastity Farrell
Ghania	Ahmed Zaid	Educational Opportunity Fund (EOF)	EOF Tutor	EOFTUTOR-150515	Jose M. Lowe
Veronica	Jenkins-Diaz	Educational Opportunity Fund (EOF)	EOF Tutor	EOFTUTOR-150515	Jose M. Lowe
Sweta	Sanghavi	Finance	Purchasing Assistant	PTPURAS-253010	Jeff Roberson Jr
Amareese	Forty	Financial Aid	Office Assistant	OFFFAST-200520	Sylvia Mendoza
Obniece	Walker	Hudson Helps Resource Center	Food Pantry Manager	PTRYMGR-603055	Katherine Morales
Daniella	Araoz	Humanities and Social Sciences	Office Assistant	OFFAST-101020	Betzabe Reyes
Luis	Santos	Humanities and Social Sciences	Office Assistant	OFFAST-101020	Betzabe Reyes
Luisa	Ahmad	Humanities and Social Sciences	ESL Office Assistant	OFFAST-101035	Matthew Kolbusz
Ansh	Patel	Information Technology Services	Instructional Lab Assistant	ISTLAB-253025	Diana Perez
Hardik	Darji	Information Technology Services	Instructional Lab Assistant	ISTLAB-253025	Diana Perez
Bhakti	Gohel	Information Technology Services	Instructional Lab Assistant	ISTLAB-253025	Diana Perez
Sarthak	Gohel	Information Technology Services	PC Technician	PTPCTECH-253025	Diana Perez
Neel	Patel	Information Technology Services	Instructional Lab Assistant	ISTLAB-253025	Diana Perez
Kevin	Patel	Information Technology Services	Instructional Lab Assistant	ISTLAB-253025	Diana Perez

Rahul	Patel	Information Technology Services	Instructional Lab Assistant	ISTLAB-253025	Diana Perez
Eduardo	Rivera	Information Technology Services	Instructional Lab Assistant	ISTLAB-253025	Diana Perez
Bhaumit	Viradiya	Information Technology Services	Instructional Lab Assistant	ISTLAB-253025	Diana Perez
Heather	Anderson	Nursing and Health Professions	Skills Lab Tutor	PTSLT-101017	Lori M Byrd
Shanta	Carter	Nursing and Health Professions	Skills Lab Instructor	PTSKLIN-101017	Lori M Byrd
Taryne	Castell	Nursing and Health Professions	Skills Lab Tutor	PTSLT-101017	Lori M. Byrd
Kenneth	Castro	Nursing and Health Professions	Skills Lab Tutor	PTSLT-101017	Lori M. Byrd
Anabela	Cunha-Almeida	Nursing and Health Professions	Skills Lab Tutor	TUTOR-101017	Lori M Byrd
Mary Ellen	Cvek	Nursing and Health Professions	Skills Lab Assistant	PTSLAS-101017	Lori M. Byrd
Shah	Dhrumi	Nursing and Health Professions	Office Assistant	OFFAST-101017	Lori M Byrd
Carol	Fasano	Nursing and Health Professions	Skills Lab Tutor	PTSLT-101017	Lori M Byrd
Ryisha	Heusner	Nursing and Health Professions	Office Assistant	OFFAST-101016	Tess Wiggins
LaTonja	Jennings-Waul	Nursing and Health Professions	Office Assistant	OFFAST-101017	Lori M. Byrd
Sharmaine	Judge	Nursing and Health Professions	Office Assistant	OFFAST-101017	Lori M. Byrd
Susan	Lipyanka	Nursing and Health Professions	Skills Lab Tutor	PTSLT-101017	Lori M. Byrd
Stanley	Parrales	Nursing and Health Professions	Skills Lab Tutor	PTSLT-101017	Lori M Byrd
Marcela	Sanchez	Nursing and Health Professions	Skills Lab Tutor	PTSLT-101017	Lori M. Byrd
Wan Yui	Suazo	Nursing and Health Professions	Skills Lab Tutor	PTSLT-101017	Lori M. Byrd
Tecianna	Velasquez	Nursing and Health Professions	Skills Lab Tutor	PTSLT-101017	Lori M. Byrd
Elvis Noah	Valcarcel	Science, Technology, Engineering, and Mathematics (STEM)	Office Assistant	OFFAST-101015	Burl Yearwood

RECOMMENDATION: *The President, Administration, and Personnel Committee recommend that the Board of Trustees approve the Authorization of Part-time Staff, as needed, as Personnel Recommendation Item No. 7.*

8. APPOINTMENT OF NEW HIRE ADJUNCT INSTRUCTORS

First Name	Last Name	School/Office
Emmanuela	Isichei	Business, Culinary Arts and Hospitality Management
Pamela	Sangen	Business, Culinary Arts and Hospitality Management
Michael	Zaytsev	Business, Culinary Arts and Hospitality Management
Cristhian	Altamirano	Humanities and Social Sciences
Darryl	Barthe	Humanities and Social Sciences
James	Dievler	Humanities and Social Sciences
Matthew	Morley	Humanities and Social Sciences
Kesley	Peng	Humanities and Social Sciences
Masudur	Rahman	Humanities and Social Sciences
Dawson	Scriber	Humanities and Social Sciences
Bianelly	Tellez	Humanities and Social Sciences
Catherine	Amegee-Cole	Nursing and Health Professions
Gervida	Gabriel-Constant	Nursing and Health Professions
Ralph Lauren	Guarin	Nursing and Health Professions
Andrew	Hanchar	Nursing and Health Professions
Donna	Persaud	Nursing and Health Professions
Wan Yui	Suazo	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. 8.*

9. MODIFICATIONS TO STAFFING TABLE

<i>Current Approved Title</i>	<i>New Title/ Classification</i>	<i>Incumbent</i>	<i>Current Salary Grade</i>	<i>New Salary Grade</i>	<i>Current Salary</i>	<i>New Salary</i>	<i>Effective Date</i>
Associate Director, Safety and Security	N/A	Gregory Burns	115	N/A	\$ 76,997.87	\$ 80,000.00	August 16, 2025
Safety and Security Coordinator	Fire Safety Manager	Patrick Del Piano	109	N/A	\$ 59,280.25	\$ 75,000.00	August 16, 2025
Administrative Support Specialist, Advisement	Student Success Coordinator	N/A	105	109	N/A	N/A	August 13, 2025
N/A	ESL Student Support Specialist (Grant-funded)	N/A	N/A	109	N/A	N/A	August 13, 2025

RECOMMENDATION: *The President, Administration, and Personnel Committee recommend that the Board of Trustees approve the Staffing Table Modifications listed above as Personnel Recommendation Item No. 9.*

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 1-9.**

*Introduced by: Harold Stahl
Seconded by: Edward DeFazio*

6 Ayes.....0 Nays

Resolutions Adopted

IX. ACADEMIC AND STUDENT AFFAIRS RECOMMENDATIONS 1-18:

1. Resolution Authorizing Affiliation Agreement Between Hudson County Community College (HCCC) and Fordham University was approved.
2. Resolution Authorizing Affiliation Agreement Between Hudson County Community College (HCCC) and the New Jersey Division of Criminal Justice for Internship Experiences for HCCC's Criminal Justice Program was approved.
3. Resolution Authorizing Agreement Between Hudson County Community College (HCCC) and Digital Promise Global was approved.
4. Resolution Authorizing Affiliation Agreement Between Hudson County Community College (HCCC) and Bayonne Medical Center for Clinical Experiences in the Registered Nursing Program was approved.
5. Resolution Authorizing Affiliation Agreement Between Hudson County Community College (HCCC) and Christ Hospital for Clinical Experiences in the Registered Nursing Program was approved.
6. Resolution Authorizing Affiliation Agreement Between Hudson County Community College (HCCC) and Clara Maass Medical Center for Clinical Experiences in the Registered Nursing Program was approved.
7. Resolution Authorizing Affiliation Agreement Between Hudson County Community College (HCCC) and Cooperman Barnabas Medical Center for Clinical Experiences in the Registered Nursing Program was approved.
8. Resolution Authorizing Affiliation Agreement Between Hudson County Community College (HCCC) and Hoboken University Medical Center for Clinical Experiences in the Registered Nursing Program was approved.
9. Resolution Authorizing Affiliation Agreement Between Hudson County Community College (HCCC) and Hudson Regional Hospital for Clinical Experiences in the Registered Nursing Program was approved.
10. Resolution Authorizing Affiliation Agreement Between Hudson County Community College (HCCC) and Jersey City Medical Center for Clinical Experiences in the Registered Nursing Program was approved.
11. Resolution Authorizing Affiliation Agreement Between Hudson County Community College (HCCC) and Newark Beth Israel Medical Center for Clinical Experiences in the Registered Nursing Program was approved.

12. Resolution Authorizing Affiliation Agreement Between Hudson County Community College (HCCC) and University Hospital for Clinical Experiences in the Registered Nursing Program was approved.
13. Resolution Authorizing Affiliation Agreement Between Hudson County Community College (HCCC) and Bayonne Medical Center for Clinical Experiences in the Practical Nursing Program was approved.
14. Resolution Authorizing Affiliation Agreement Between Hudson County Community College (HCCC) and Peace Care St. Ann's for Clinical Experiences in the Practical Nursing Program was approved.
15. Resolution Authorizing Affiliation Agreement Between Hudson County Community College (HCCC) and Alaris Health at Jersey City for Clinical Experiences in the Practical Nursing Program was approved.
16. Resolution Authorizing Renewal of Affiliation Agreement Between Hudson County Community College (HCCC) and Optum Medical Care of New Jersey, P.C., located in Rutherford, New Jersey, was approved.
17. Resolution Authorizing Memorandum of Understanding (MOU) Between Hudson County Community College (HCCC) and Save Latin America, Inc. was approved.
18. Resolution Authorizing Memorandum of Understanding (MOU) Between Hudson County Community College (HCCC) and Westcliff University was approved.

Introduced by: Edward DeFazio

Seconded by: Stacy Gemma

6 Ayes.....0 Nays

Resolutions Adopted

X. NEW BUSINESS - None

IV. CLOSED SESSION – None

XI. ADJOURNMENT at 5:20 p.m.

Introduced by: Stacy Gemma

Seconded by: Roberta Kenny

6 Ayes.....0 Nays

Resolution Adopted

HUDSON COUNTY COMMUNITY COLLEGE

BOARD OF TRUSTEES MEETING

Tuesday, September 16, 2025

VII. FISCAL, ADMINISTRATIVE, LEASE, AND CAPITAL RECOMMENDATIONS

1. Resolution Authorizing Installation of Ethernet and Low-Voltage Cabling

WHEREAS, Hudson County Community College ("College") requires the services of a company to install ethernet and low-voltage cabling throughout the Center for Student Success ("Services"); and,

WHEREAS, pursuant to N.J.S.A. 18A:64A-25.11a, the service is exempt from public bidding as the purchase is being made through an approved cooperative; and,

WHEREAS, the College is a member of the Union County Cooperative Pricing System ("UCCPS") and has entered into an agreement with the County of Union, which serves as UCCPS's Lead Agency for purchases; and,

WHEREAS, Johnston Communications Voice and Data of Kearny, New Jersey is an approved vendor to provide information technology and security cameras, equipment, and installation services under the UCCPS pursuant to contract UCCP 41-2017; and,

WHEREAS, Johnston Communications Voice and Data submitted a proposal to provide these Services at a total cost not to exceed \$1,563,166; and,

WHEREAS, the cost of this Service will be funded from Chapter 12 funds; 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 Johnston Communications Voice and Data of Kearny, New Jersey, to install ethernet and low-voltage cabling as described herein at a cost not to exceed \$1,563,166.

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 Renewal of Virtual CISO Services

WHEREAS, Hudson County Community College ("College") requires the services of an Information Security Program and operational cybersecurity consulting services to meet regulatory and cyber insurance requirements ("Services"); and,

WHEREAS, the Services will ensure the College's compliance with the Gramm–Leach–Bliley Act (GLBA) updated requirements; and,

WHEREAS, pursuant to N.J.S.A. 18A:64A-25.5 (a) (15), professional consulting services 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 two (2) years; and,

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

<u>Vendor</u>	<u>Location</u>	<u>Cost</u>
Consultadd Public Services	New York City, NY	\$236,100
CyberSecOp, LLC	Stamford, CT	\$341,916

WHEREAS, the College has determined that CyberSecOp, LLC's ("CSO") proposal complies with the requirements of the RFP, is reasonable as to price, and is in the best interests of the College, price and other factors considered due to, among other things, CSO's experience with higher education, inclusion of a GRC platform and a tabletop exercise that are important to maintaining the College's compliance and continuous improvement, and because this vendor is currently the incumbent, which will allow continuation of the College's current successful security program; and,

WHEREAS, the Consultadd Public Services ("CPS") proposal did not include a GRC platform and Tabletop Exercise, and included an inadequate number of hours for evaluation so that the final cost for the Services could be significantly higher; and,

WHEREAS, there is a 4% increase from the prior year; 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 hereby award a contract to CyberSecOp, LLC of Stamford, Connecticut for virtual CISO services at an amount not to exceed \$341,916.

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

3. Resolution Authorizing Renewal of Smartsheet Licenses

WHEREAS, Hudson County Community College ("College") needs to renew and purchase additional Smartsheet ("SS") licenses; and,

WHEREAS, SS is a software as a service offering for collaboration and work management used to assign tasks, track project progress, manage calendars, share documents, and manage other work using a tabular user interface; and,

WHEREAS, pursuant to N.J.S.A. 18A:64A-25.11a, the College may award a contract without public advertising for bids when the purchase is made through a purchasing cooperative established through the State of New Jersey; and,

WHEREAS, SHI International Corp. (part of Edge Market – TeCHS Full Catalog/Contract # 269EMCPS-21-001-EM-SHI) has quoted a price for the licenses at a cost not to exceed \$85,893, which represents a 14% increase from the prior year due to the addition of twenty-five (25) licenses that brings the total to one hundred two (102) licenses College wide; and,

WHEREAS, the term of the agreement 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 purchase;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Hudson County Community College award a contract to SHI International Corp. of Somerset, New Jersey, to provide Smartsheet licenses as described herein at a cost not to exceed \$85,893.

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

4. Resolution Rejecting Proposal for Video Management System Services for Center for Online Learning

WHEREAS, on August 5, 2025, Hudson County Community College ("College") held a public bid opening for a contract for a Video Management System ("Services"); and,

WHEREAS, the College received a single bid, from YuJa Inc. ("YuJa"); and,

WHEREAS, YuJa's bid substantially exceeded the price that the College deems reasonable; and,

WHEREAS, the Administration recommends rejecting YuJa's bid; and,

WHEREAS, N.J.S.A. 18A:64A-25.15 permits a County College to reject all bids;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Hudson County Community College hereby reject the bid received for the Services for the reasons set forth herein;

BE IT FURTHER RESOLVED that the Administration is authorized to rebid the Services.

5. Resolution Authorizing Award of Video Management System for Center for Online Learning

WHEREAS, Hudson County Community College ("College") requires the services of a vendor to provide a video management system ("Services"); and,

WHEREAS, the system will provide system architecture and hosting; authentication and access control; IMS integration; video capture and upload; video management and search; accessibility and captioning; playback and embedding; interactivity and engagement; student video assignments; analytics and reporting; and migration and support; and,

WHEREAS, pursuant to N.J.S.A. 18A:64A-25.5 (a) (19), the procurement of goods or services for the use, support or maintenance of proprietary computer hardware, software peripherals and system development for the hardware 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 three (3) years; and,

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

<u>Vendor</u>	<u>Location</u>	<u>Cost</u>
Panopto, Inc.	Pittsburgh, PA	\$82,183
YuJa Inc.	San Jose, CA	\$159,859

WHEREAS, the College has determined that the Panopto, Inc. ("Panopto") proposal complies with the requirements of the RFP and is reasonable as to price, and is in the best interests of the College, price and other factors considered; 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 hereby award a contract to Panopto, Inc. of Pittsburgh, Pennsylvania for video management system services at an amount not to exceed \$82,183.

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 Bookkeeping Services for the HCCC Foundation

WHEREAS, Hudson County Community College ("College") requires the services of a vendor for accounting services ("Services") for the Foundation; and,

WHEREAS, pursuant to N.J.S.A. 18A:64A-25.5 (a) (1), professional services 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 proposals in response to the RFP:

<u>Vendor</u>	<u>Location</u>	<u>Annual Amount</u>
CliftonLarsonAllen LLP	Livingston, NJ	\$83,852
Harish Hathiwala, CPA	Jersey City, NJ	\$76,800

WHEREAS, the College has determined that the proposal submitted by Harish Hathiwala, CPA 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, there is no increase from the prior 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 bookkeeping services to Harish Hathiwala, CPA of Jersey City, New Jersey as described herein at a cost not to exceed \$76,800.

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 Title V Evaluator to be Funded by the Golden Door/La Puerta Dorada Grant

WHEREAS, Hudson County Community College ("College") needs the services of an external evaluator for the final two years of the Title V Golden Door/La Puerto Dorada Project; and,

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

WHEREAS, notwithstanding the bid exception, the College publicly advertised a Request for Proposal ("RFP") for the services; and,

WHEREAS, the College received three (3) proposals in response to the RFP:

<u>Vendor</u>	<u>Location</u>	<u>Cost</u>
Measurement Incorporated	Albany, NY	\$50,625
Philliber Research & Evaluation	Accord, NY	\$32,879
Steps To Achieve	North Huntingdon, PA	\$154,800

WHEREAS, Philliber Research & Evaluation submitted a proposal that did not break out the hourly cost per the RFP and would not have the prior data and statistics to complete the requirements; and,

WHEREAS, the College has determined that the proposal submitted by Measurement Incorporated ("MI") is in the best interests of the College, price and other factors considered; and,

WHEREAS, the cost of these services will be funded by the Golden Door/La Puerta Dorada Grant; and,

WHEREAS, the Administration and Finance Committee recommend this award;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Hudson County Community College award a contract to Measurement Incorporated of Albany, New York to provide external evaluator services as described herein for a two (2) year term for an estimated total of three hundred (300) hours and total cost of \$50,625.

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

RESOLUTION:

Resolution 7) Resolution Authorizing Renewal of Title V Evaluator to be Funded by the Golden Door/La Puerta Dorada Grant was set aside for later consideration.

INTRODUCED BY: Jeanette Peña

SECONDED BY: Stacy Gemma

DATE: September 16, 2025

DeFazio, Edward	<u>AYE</u>
Doria, Joseph	<u>ABSENT</u>
Gargiulo, Frank	<u>AYE</u>
Gemma, Stacy	<u>AYE</u>
Kenny, Roberta	<u>ABSENET</u>
Lombardo, Vincent	<u>ABSENT</u>
Rodriguez, Silvia	<u>AYE</u>
Stahl, Harold	<u>AYE</u>
Teabout, Frances	<u>AYE</u>
Peña, Jeanette, Chair	<u>AYE</u>

7 Aye 0 Nay
*****RESOLUTION ADOPTED*****

Alexa Riano
 Signature of Recorder

09/16/2025
 Date

8. Resolution Authorizing Purchase of Specialty Food Products for Culinary Conference Center from Baldor Specialty Foods, Inc.

WHEREAS, Hudson County Community ("College") needs to purchase various specialty dairy, produce, and meat products, as well as paper supplies for the Culinary Conference Center; and,

WHEREAS, pursuant to N.J.S.A 18A:64A-25.5 (a) (7), the College may, without public advertisement, purchase food supplies and services; and,

WHEREAS, Baldor Specialty Foods, Inc., the current vendor providing the service, submitted a proposal to supply the specialty foods at a cost not to exceed \$80,000, which represents no increase from the prior year and is within the department's budget for specialty food purchases; and,

WHEREAS, the term of this contract 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 authorize the purchase of various specialty dairy, produce, and meat products, as well as paper supplies, from Baldor Specialty Foods, Inc. of Bronx, New York, at a cost not to exceed \$80,000.

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 Authorizing Purchase of Specialty Food Products for Culinary Conference Center from Driscoll Foods

WHEREAS, Hudson County Community ("College") needs to purchase various specialty food products for the Culinary Conference Center; and,

WHEREAS, pursuant to N.J.S.A 18A:64A-25.5 (a) (7), the College may, without public advertisement, purchase food supplies and services; and,

WHEREAS, Driscoll Foods, the current vendor providing the service, submitted a proposal to supply the specialty foods at a cost not to exceed \$60,000, which represents no increase from the prior year and is within the department's budget for specialty food purchases; and,

WHEREAS, the term of this contract 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 authorize the purchase of specialty food products from Driscoll Foods of Wayne, New Jersey, at a cost not to exceed \$60,000.

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

10. Resolution Authorizing Purchase of Seafood Products for Culinary Conference Center

WHEREAS, Hudson County Community ("College") needs to purchase various seafood products for the Culinary Conference Center; and,

WHEREAS, pursuant to N.J.S.A 18A:64A-25.5 (a) (7), the College may, without public advertisement, purchase food supplies and services; and,

WHEREAS, Blue Ribbon Fish Co., Inc., the current vendor providing the service, submitted a proposal to supply the seafood products at a cost not to exceed \$50,000, which represents no increase from the prior year and is within the department's budget for seafood products; and,

WHEREAS, the term of this contract 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 authorize the purchase of seafood products from Blue Ribbon Fish Co., Inc. of Bronx, New York, at a cost not to exceed \$50,000.

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

11. Resolution Authorizing Purchase of Dairy Products for Culinary Conference Center

WHEREAS, Hudson County Community ("College") needs to purchase various dairy products for the Culinary Conference Center; and,

WHEREAS, pursuant to N.J.S.A 18A:64A-25.5 (a) (7), the College may, without public advertisement, purchase food supplies; and,

WHEREAS, Dairyland USA Corporation, the current vendor providing the service, submitted a proposal to supply the dairy products at a cost not to exceed \$80,000, which represents no increase from the prior year and is within the department's budget for dairy products; and,

WHEREAS, the term of this contract 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 authorize the purchase of dairy products from Dairyland USA Corporation of Bronx, New York, at a cost not to exceed \$80,000.

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

12. Resolution Authorizing Purchase of Meat Products for Culinary Conference Center

WHEREAS, Hudson County Community ("College") needs to purchase various meat products for the Culinary Conference Center; and,

WHEREAS, pursuant to N.J.S.A 18A:64A-25.5 (a) (7), the College may, without public advertisement, purchase food supplies; and,

WHEREAS, Green Tree Packing Co., the current vendor providing the service, submitted a proposal to supply the meat products at a cost not to exceed \$60,000, which represents no increase from the prior year and is within the department's budget for meat products; and,

WHEREAS, the term of this contract 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 authorize the purchase of meat products from Green Tree Packing Co. of Passaic, New Jersey, at a cost not to exceed \$60,000.

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

13. Resolution Authorizing Renewal of Subscription Services for Gabert Library

WHEREAS, Hudson County Community (“College”) needs to support student success and student research by providing access to print and online journal subscription articles (“Services”); and,

WHEREAS, pursuant to N.J.S.A. 18A:64A-25.11a, the service is exempt from public bidding as the purchase is being made through an approved cooperative; and,

WHEREAS, VALE/NJEdge (part of NJ VALE Consortium) will provide these services at a total cost not to exceed \$112,861, which represents a 4% increase from the prior year due to the addition of Ethnic Diversity Source, Humanities International Complete, and SocIndex with full text databases; and,

WHEREAS, the term of the agreement 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 VALE/NJEdge of Newark, New Jersey to provide subscription services at a cost not to exceed \$112,861.

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

14. Resolution Amending Resolution #2 from June 10, 2025 Board of Trustees Meeting

WHEREAS, on June 10, 2025 Hudson County Community College (“College”) awarded a contract for network access and internet services for instructional and administrative purposes (“Services”) to NJEdge.net (“NJEdge”) for an amount not to exceed \$206,520; and,

WHEREAS, the College needs to add network changes that are required to prepare for the Center for Student Success; and,

WHEREAS, the College wishes to amend its prior resolution to reflect that the cost of the NJEdge contract is an annual cost of \$257,676, an increase of \$51,156; and,

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

WHEREAS, the Administration and Finance Committee recommend approval of the amendment;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Hudson County Community College amend resolution #2 from June 10, 2025 awarding a contract for network access and internet services to NJEdge.net of Newark, New Jersey by changing the contract sum to an amount not to exceed \$257,676 for the reasons set forth above.

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

- 15. RESOLUTION¹ AUTHORIZING HUDSON COUNTY COMMUNITY COLLEGE TO SUBMIT A GRANT APPLICATION TO THE SECRETARY OF HIGHER EDUCATION FOR GRANT FUNDING UNDER THE SUMMER 2025 CYCLE OF THE HIGHER EDUCATION CAPITAL FACILITIES PROGRAM FOR THE PURPOSE OF PROVIDING FUNDING FOR ONE OR MORE PROJECTS OF THE INSTITUTION AND AUTHORIZING ALL OTHER NECESSARY ACTIONS REQUIRED IN CONNECTION THEREWITH**

Adopted: 9/16/2025

WHEREAS: On August 11, 2025, the Office of the Secretary of Higher Education (the “Secretary”) released a solicitation for grant funding (the “Summer 2025 Cycle”) under the Higher Education Capital Improvement Fund Act, N.J.S.A. 18A:72A-72 et seq. (“CIF Act”) and under the Higher Education Facilities Trust Fund Act, N.J.S.A. 18A:72A-49 et seq. (“HEFT Act”) (collectively, the “Higher Education Capital Facilities Program”); and

WHEREAS: The purpose of the Higher Education Facilities Trust Fund (“HEFT”) grant program is to provide grants to New Jersey’s public and private institutions of higher education for the cost, or a portion of the cost, of the construction, reconstruction, development, extension, and/or improvement of instructional, laboratory, communication, and research facilities (N.J.S.A. 18A:72A-52); and

WHEREAS: Pursuant to the HEFT grant program, the HEFT grants are expected to be funded from the proceeds of tax-exempt bonds (the “Tax-Exempt Bonds”) to be issued by the Authority pursuant to the HEFT Act; and

WHEREAS: The deadline to submit a grant application (the “Grant Application”) for funding under the Summer 2025 Cycle of the Higher Education Capital Facilities Program is September 22, 2025; and

WHEREAS: Pursuant to N.J.S.A. 18A:72A-54(a), “the governing board of a public or private institution of higher education may determine, by resolution, to apply for a grant from HEFT. Upon adoption of the resolution, the board shall file an application with the Secretary of Higher Education, which application shall include a complete description of the project to be financed and an identification of any additional sources of revenue to be used”; and

¹ Except for areas highlighted in yellow or addressed in footnotes, the text of this Resolution cannot be changed. Revision or deletion of required text in the Resolution template may potentially result in an application being deemed incomplete.

- WHEREAS:** *The Board of Trustees (the “Board”) of Hudson County Community College (the “Institution”) desires to approve the submission and form of a Grant² Application to the Secretary for funding under the Higher Education Capital Facilities Program for the projects (each, a “Project” and collectively, the “Projects”) described on **Exhibit A** attached hereto (“**Exhibit A**”). Words used in the singular shall include the plural and vice versa, as the context may require; and*
- WHEREAS:** *The Board further desires to designate and authorize officers of the Institution to take all necessary and desirable actions to (i) submit to the Secretary a Grant Application for the purpose of providing funding for the Projects, (ii) obtain such other sources of financing for such Projects as may be necessary to complete such Projects, (iii) execute and deliver grant agreement(s) and such other documents and instruments as may be required to implement the grant funding, and (iv) undertake and implement the Projects; and*
- WHEREAS:** *The Board desires to approve the aggregate costs of the Projects paid and/or financed through all sources in an amount not to exceed the total amount set forth on **Exhibit A** with respect to such Projects; and*
- WHEREAS:** *The Board reasonably expects to reimburse expenditures for costs of the Projects paid by the Institution prior to the issuance by the Authority of the Tax-Exempt Bonds; and*
- WHEREAS:** *The Board desires to authorize the Authorized Officers (as defined below) of the Institution to accept grant funding for the Projects from HEFT and to make the certifications and commitments necessary to qualify the Projects for said grant funding from HEFT;*

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF HUDSON COUNTY COMMUNITY COLLEGE AS FOLLOWS:

SECTION 1. *The recitals set forth above are incorporated herein by reference as if set forth at length herein.*

SECTION 2. *The Board hereby authorizes the undertaking of the Projects described on **Exhibit A** attached hereto; approves the aggregate cost of such Projects, to be paid and/or financed through all sources in an aggregate amount not to exceed the total amount set forth on **Exhibit A** with respect to such Projects; authorizes the financing of all or any portion of the Projects with Tax-Exempt Bonds, commercial loans and other funds available to the Institution, as necessary and as further described in **Exhibit A**; acknowledges that should additional funding be needed to complete the Projects, such funding will be the responsibility of the Institution; and authorizes the submission and form of a Grant Application to the Secretary of Higher Education for grant funding of the Projects under the Summer 2025 Cycle of the Higher Education Capital Facilities Program.*

² *Each eligible county college may submit one application to be funded by the HEFT grant program.*

SECTION 3. *With respect to any Project that receives funding pursuant to the HEFT grant program, in accordance with N.J.A.C. 9A:15-1.3(b):*

- *the Board hereby certifies that the Institution has an up-to-date long-range facilities plan approved by the Board that includes provisions to address deferred maintenance and other capital renewal requirements and the Board hereby pledges to use the HEFT grant to advance that plan; and*
- *the Board commits to maintaining the facilities project funded by the HEFT grant; and*
- *the Board certifies that the Institution will use the HEFT grant funds for the cost, or a portion of the cost, of the construction, reconstruction, development, extension, or improvement of instructional, laboratory, communication, and research facilities.*

SECTION 4. *This Resolution is a declaration of the official intent of the Institution that the Institution reasonably expects and intends to reimburse expenditures for costs of the Projects paid prior to the issuance of the Authority's Tax-Exempt Bonds ("Applicable Tax-Exempt Debt") in accordance with Treasury Regulation Section 1.150-2 and that the maximum principal amount of the Applicable Tax-Exempt Debt expected to be issued to finance costs of the Projects, including amounts used to reimburse expenditures for such costs paid prior to the issuance of the Applicable Tax-Exempt Debt is \$19,305,000.³*

SECTION 5. *The Authorized Officers (as set forth in **Exhibit B** attached hereto) (each an "Authorized Officer") are each hereby authorized and directed to take all necessary and desirable action to submit to the Secretary a Grant Application for the purpose of providing funding for the Projects, to approve, execute and deliver any and all agreements necessary, including but not limited to grant agreements, to undertake, implement and finance the Projects, and to approve, execute and deliver any and all other financing documents and instruments in the form approved by the Authorized Officers executing the same in the name of and on behalf of the Institution, in as many counterparts as may be necessary, and to affix or impress the official seal of the Institution thereon and to attest the same, and such execution and attestation will be conclusive evidence of the approval of the form and content of such agreements and other documents and instruments necessary to undertake, implement and finance the Projects and to pay financing costs including through the financing thereof. The Authorized Officers are further authorized and directed to do and perform such other acts and to take such other actions as may be necessary or required, or which may be deemed to be appropriate, to implement the purposes of this Resolution to undertake, implement and finance the Projects and to provide for the payment and/or repayment of the financing costs thereof.*

SECTION 6. *The Board hereby authorizes the Authorized Officers to accept grant funding for the Projects as may be awarded to the Institution as a result of participating in the Summer 2025 Cycle.*

³ *This amount should not be less than the aggregate cost of the Project(s) expected to be funded by HEFT as listed on Exhibit A (i.e. The Total Amount of Grant Request). The cost of a Project should include eligible capital costs of the Project.*

SECTION 7. *All resolutions, orders and other actions of the Board in conflict with the provisions of this Resolution to the extent of such conflict are hereby superseded, repealed or revoked.*

SECTION 8. *This Resolution shall take effect immediately; and be it further resolved that no further approvals by the Board are necessary to implement this Resolution.*

RESOLUTION ADOPTED: 9/16/2025

DULY CERTIFIED:

EXHIBIT A⁴**PROJECT DESCRIPTION****A. Project Description:**

Ranking	Project	Cost	Useful Life
1	Culinary Building (161 Newkirk Street) Boiler/Makeup Air Unit Replacement/Fire Alarm Upgrade/Back Up Generator	\$6,200,000	25-30 years
2	Culinary Building (161 Newkirk Street) Fire Damper Monitoring /Fire Alarm Integration/Fire Alarm Panel Upgrade	\$1,100,000	25-30 years
3	Culinary Building (161 Newkirk Street) Roof Replacement	\$1,305,000	25-30 years
4	Culinary Building (161 Newkirk Street) Façade Repairs	\$1,100,000	40-50 years
5	J Building (2 Enos Place) HVAC Replacement	\$3,100,000	25-30 years
6	Cundari Building (870 Bergen Ave) Façade Repairs	\$3,200,000	40-50 years
7	J Building (2 Enos Place) Roof Replacement	\$700,000	25-30 years
8	Culinary Building (161 Newkirk Street) Restroom Upgrades	\$450,000	25-30 years
9	Cundari Building (870 Bergen Ave) Elevator Replacement	\$1,800,000	40-50 years
10	Culinary Building (161 Newkirk Street) Main Entrance Renovation	\$350,000	40-50 years
Total		\$19,305,000	

B. Amount of HEFT Grant Request⁵ \$ 19,305,000

C. Total Amount of Institutional Funds to be Provided (if any) \$ _____

D. Total Cost of Project⁶ \$ 19,305,000

⁴ Attach additional pages as are necessary to account for all projects being submitted for funding consideration.

⁵ Insert this amount in Section 4. If the Institution is submitting an Application for multiple projects, insert the Total Amount of HEFT Grant Request for all projects in Section 4.

⁶ Total Cost of Project = Amount of HEFT Grant Request + Total Amount of Institutional Funds to be Provided.

EXHIBIT B⁷ _____**AUTHORIZED OFFICERS OF HUDSON COUNTY COMMUNITY COLLEGE**

Veronica Zeichner, Vice President for Business and Finance/CFO

⁷ List by applicable titles, i.e. President, Treasurer, Chief Financial Officer, Vice President of Finance and Administration, etc.

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 1-15, except 7.**

1) Resolution Authorizing Installation of Ethernet and Low-Voltage Cabling; 2) Resolution Authorizing Renewal of Virtual CISO Services; 3) Resolution Authorizing Renewal of Smartsheet Licenses; 4) Resolution Rejecting Proposal for Video Management System Services for Center for Online Learning; 5) Resolution Authorizing Award of Video Management System for Center for Online Learning; 6) Resolution Authorizing Renewal of Bookkeeping Services for the HCCC Foundation; 7) ~~Resolution Authorizing Renewal of Title V Evaluator to be Funded by the Golden Door/La Puerta Dorada Grant~~; 8) Resolution Authorizing Purchase of Specialty Food Products for Culinary Conference Center from Baldor Specialty Foods, Inc.; 9) Resolution Authorizing Purchase of Specialty Food Products for Culinary Conference Center from Driscoll Foods; 10) Resolution Authorizing Purchase of Seafood Products for Culinary Conference Center; 11) Resolution Authorizing Purchase of Dairy Products for Culinary Conference Center; 12) Resolution Authorizing Purchase of Meat Products for Culinary Conference Center; 13) Resolution Authorizing Renewal of Subscription Services for Gabert Library; 14) Resolution Amending Resolution #2 from June 10, 2025 Board of Trustees Meeting; and, 15) Resolution Authorizing Hudson County Community College to Submit a Grant Application to the Secretary of Higher Education for Grant Funding Under the Summer 2025 Cycle of the Higher Education Capital Facilities Program for the Purpose of Providing Funding for One or More Projects of the Institution and Authorizing All Other Necessary Actions Required in Connection Therewith.

INTRODUCED BY:

Harold Stahl

SECONDED BY:

Frank Gargiulo

DATE:

September 16, 2025

DeFazio, Edward

AYE

Doria, Joseph

ABSENT

Gargiulo, Frank

AYE

Gemma, Stacy

AYE

Kenny, Roberta

ABSENET

Lombardo, Vincent

ABSENT

Rodriguez, Silvia

AYE

Stahl, Harold

AYE

Teabout, Frances

AYE

Peña, Jeanette, Chair

AYE

7 Aye 0 Nay

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

Alexa Riano
Signature of Recorder

09/16/2025

Date

HUDSON COUNTY COMMUNITY COLLEGE

BOARD OF TRUSTEES MEETING

Tuesday, September 16, 2025

VIII. PERSONNEL RECOMMENDATIONS

1. RESIGNATIONS

First Name	Last Name	Title	Salary Grade	Effective Date
Heather	Evans	Academic Advisor	109	August 22, 2025
Lillian	O'Hara	Program Coordinator, Continuing Education	112	August 23, 2025
Heather	Uccello	Instructor, OB/PEDS, Evening/Weekend (Tenure-track)	INSTRUCTOR	August 18, 2025

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
Keann	Braveboy	Assistant Director, Nursing	Ungraded	September 10, 2025	\$ 90,000.00
Stephanie	Robinson	Academic Advisor, Educational Opportunity Fund (EOF)	109	August 25, 2025	\$ 59,424.00

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
Luisa	Carranza	ESL Student Success Specialist (Grant-funded)	109	October 1, 2025	September 30, 2026	\$ 50,183.00
Mark	McCarthy	Coordinator, Academic Support Services Center	109	September 10, 2025	January 16, 2026	\$ 49,520.03
Megha	Sanghavi	Human Resources Administrator	106	September 2, 2025	November 2, 2025	\$ 43,680.00

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
Arthur	Ujazdowski	Instructor, Bilingual ESL, Non-Tenure-track (Grant-funded)	INSTRUCTOR	August 16, 2025	\$ 60,494.00
Saliha	Yagoubi	Instructor, ESL, Tenure-track	INSTRUCTOR	August 16, 2025	\$ 70,982.00

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
Tazio	Ruffilo	Instructor, Speech, Non-Tenure-track	INSTRUCTOR	August 16, 2025	December 31, 2025	\$ 60,494.00
Gary	Sasala	Instructor, ESL (Non-Tenure-track)	INSTRUCTOR	August 16, 2025	December 31, 2025	\$ 60,494.00

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 SEPTEMBER 2026, AS NEEDED

First name	Last name	Office	Title	Position ID	Supervisor
Jennifer	Cruz-Marulanda	Academic Affairs	Office Assistant	OFFAST-252010	Pamela Bandyopadhyay
Urimala	Chawaria	Academic Affairs	Office Assistant	OFFAST-255017	Paula Roberson
Isra	Ibrahim	ADJ Academic Support Services	Tutor	TUTOR-252010	Kenny Fabara
Arianna	Rodriguez	ADJ Academic Support Services	Tutor	TUTOR-252010	Kenny Fabara
Ruth	Abadie Alana	Advisement	Academic Advisor	ADVISOR-200510	Belinda Austin
Sharon	Flowers	Advisement	Academic Advisor	ADVISOR-200510	Marna Mozeff
Neivi	Nunez	Advisement	Office Assistant	ADVISOR-200510	Belinda Austin
Jessica	Dang	Business, Culinary Arts, and Hospitality Management	Receiving Clerk	RECLERK-101030	Ara Karakashian
Andrea	Dominguez	College Libraries	Library Associate	PTLRASO-150510	Saudia Reid

Giuliano	Rinaldi	College Libraries	Library Associate	PTLRASO-150510	Saudia Reid
Cynthia	Carrero	Continuing Education and Workforce Development	PT Healthcare Instructor	HCINST-103005	Samaya Yashayeva
Aya	Daoud	Continuing Education and Workforce Development	PT Instructor	PTINST-103005	Anita Belle
Cherise	Dawson	Continuing Education and Workforce Development	PT Instructor	PTINST-103005	Anita Belle
Denise	Dubron	Continuing Education and Workforce Development	PT Instructor	PTINST-103005	Anita Belle
Carlos	Fernandez-Chinchilla	Continuing Education and Workforce Development	Academic Coach	ACDCCH-603091	Maritza Reyes
Isak	Gomez	Continuing Education and Workforce Development	PT Instructor	PTINST-103005	Anita Belle
Joseph	Guerrero	Continuing Education and Workforce Development	PT Instructor	PTINST-103005	Jaime Pardo
Luciana	Lew	Continuing Education and Workforce Development	PT Instructor	PTINST-103005	Jaime Pardo
Reda	Mastouri	Continuing Education and Workforce Development	PT Instructor	PTINST-102010	Chastity Farrell
Robert	Maurer	Continuing Education and Workforce Development	Coordinator, Continuing Education	PTCORD-102010	Chastity Farrell
Catherina	Mirasol	Continuing Education and Workforce Development	Interim Director CEWD	INTERIM-103005	Lori Margolin
Adrianne	Payne	Continuing Education and Workforce Development	Academic Coach	ACDCCH-603091	Maritza Reyes
Kieyeitha	Ward	Continuing Education and Workforce Development	PT Healthcare Instructor	HCINST-103005	Samaya Yashayeva
Sara	Wolfe	Continuing Education and Workforce Development	PT Instructor	PTINST-102010	Chastity Farrell
Steven	Wright	Continuing Education and Workforce Development	PT Instructor	PTINST-102010	Chastity Farrell

Frank	Reyes	Customer Service Center	Customer Service Assistant	CSASST-253035	Frederick Medina
Daimar	Younger	Customer Service Center	Customer Service Assistant	CSASST-253035	Frederick Medina
Veronica	Martinez	Financial Aid	Office Assistant	OFFAST-200520	Sylvia Mendoza
Kurolos	Basta	Information Technology Services	Instructional Lab Assistant	ISTLAB-253025	Diana Perez
Dipali	Patel	Information Technology Services	Instructional Lab Assistant	ISTLAB-253025	Diana Perez
Aditi	Patel	Information Technology Services	Instructional Lab Assistant	ISTLAB-253025	Diana Perez
Ohm	Patel	Information Technology Services	PC Technician	ISTLAB-253025	Diana Perez
Shivam	Chauhan	Information Technology Services	Data Network Administrator	DNAD-253025	Hardik Sanghavi
Bhaumit	Viradiya	Information Technology Services	Instructional Lab Assistant	ISTLAB-253025	Diana Perez
Cecil	Pacheco	Institutional Engagement and Excellence	Reader/Notetaker	READER-150525	Karine Davis
Bryan	Sierra Nunez	Institutional Engagement and Excellence	Reader/Notetaker	READER-150525	Karine Davis
Mayte C.	Molina	North Hudson Campus	NHC Office Assistant	OFFNHC-252030	Jason Jai Figueroa
Luis S.	Reyes Alberto	North Hudson Campus	NHC Office Assistant	OFFNHC-252030	Jason Jai Figueroa
Rebecca C.	Hayles-Rivers	Nursing and Health Professions	Skills Lab Tutor	PTSLT-101017	Lori M. Byrd

RECOMMENDATION:

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

7. APPOINTMENT OF NEW HIRE ADJUNCT INSTRUCTORS

<i>First Name</i>	<i>Last Name</i>	<i>School/Office</i>
Erin Gruodis	Gimbel	Humanities and Social Sciences
Bitengo	Kiage	Humanities and Social Sciences
Anna	Lytkina	Humanities and Social Sciences
Alexander	Perelson	Humanities and Social Sciences
Amy	Ritter	Humanities and Social Sciences
Lana	Saratchilova	Humanities and Social Sciences
William H.	Shin	Humanities and Social Sciences
Ana	Traversa	Humanities and Social Sciences
Claudia	Amaya	Humanities and Social Sciences
Mario	Beneitez	Humanities and Social Sciences

Guershon	Cherilien	Humanities and Social Sciences
Justin	Goodlow	Humanities and Social Sciences
Raisa	Kasturi	Humanities and Social Sciences
Elwira	Korycka	Humanities and Social Sciences
Nusrat J.	Momo	Humanities and Social Sciences
Maryam	Syed	Humanities and Social Sciences
Felipe M.	Vazquez	Humanities and Social Sciences
Aneta	Wasilewska	Humanities and Social Sciences
Tousha	Bailey	Nursing and Health Professions
Sajid	Chaudhry	Nursing and Health Professions
Ivelisse	Holder	Nursing and Health Professions
Miriam	Masias	Nursing and Health Professions
Carlos	Rosado	Nursing and Health Professions
Heather	Uccello	Nursing and Health Professions
Huda	Yazgi	Nursing and Health Professions
Abubakr	Alfaouri	Science, Technology, Engineering, and Mathematics
Khalid	Benaissa	Science, Technology, Engineering, and Mathematics
Octavio Paez	Osuna	Science, Technology, Engineering, and Mathematics
Nabiha Hassan	Samra	Science, Technology, Engineering, and Mathematics
Rumana	Syed	Science, Technology, Engineering, and Mathematics
Pradeep	Ullikashi	Science, Technology, Engineering, and Mathematics

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. RESOLUTION TO AMEND CHILDREN ON CAMPUS POLICY

WHEREAS, the Board of Trustees ("Board") is committed to ensuring regular review and updates of the College's policies; and,

WHEREAS, the President, Administration, and Personnel Committee recommend the amendment of the Children on Campus Policy; and,

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

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees approve the amendment of the Children on Campus Policy.

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.

9. RESOLUTION TO GRANT TRUSTEE EMERITA HONORIFIC TITLE

WHEREAS, the Board of Trustees ("Board") recognizes contributions of long-serving and distinguished trustees for their service in public education in Hudson County and their active membership and contributions on the Hudson County Community College Board of Trustees; and,

WHEREAS, the following individual served the College as Trustee and Board Officer with evidence of substantive contributions and distinguished service to the College for eight years:

Name	Proposed Title
Pamela Gardner	Trustee Emerita

WHEREAS, the President, Administration, and Personnel Committee recommend granting Trustee Emerita honorific title to the individual noted in this Resolution;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees grant Trustee Emerita honorific title to the individual above.

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

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees approve the recommendations of the President, Administration, and Personnel Committee as outlined above in **Item VIII., Personnel Recommendations 1-9.**

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; 8) Resolution to Amend Children on Campus Policy; and 9) Resolution to Grant Trustee Emerita Honorific Title.

INTRODUCED BY: Frances Teabout

SECONDED BY: Harold Stahl

DATE: September 16, 2025

DeFazio, Edward	<u>AYE</u>
Doria, Joseph	<u>ABSENT</u>
Gargiulo, Frank	<u>AYE</u>
Gemma, Stacy	<u>AYE</u>
Kenny, Roberta	<u>ABSENET</u>
Lombardo, Vincent	<u>ABSENT</u>
Rodriguez, Silvia	<u>AYE</u>
Stahl, Harold	<u>AYE</u>
Teabout, Frances	<u>AYE</u>
Peña, Jeanette, Chair	<u>AYE</u>

7 Aye 0 Nay
*****RESOLUTION ADOPTED*****

Alexa Riano
 Signature of Recorder

09/16/2025
 Date

HUDSON COUNTY COMMUNITY COLLEGE

BOARD OF TRUSTEES MEETING

Tuesday, September 16, 2025

IX. ACADEMIC AND STUDENT AFFAIRS

1. Resolution Authorizing Agreement Between Hudson County Community College (HCCC) and Hoboken University Medical Center for Utilization of HCCC's Simulation Lab

WHEREAS, Hudson County Community College ("College") has an existing partnership with Hoboken University Medical Center ("HUMC") whereby HUMC serves as a site at which the College's Nursing students complete clinical experiences; and,

WHEREAS, HUMC has a need to utilize a simulation lab for its Nurse Residency Program; and,

WHEREAS, the College can meet this need; and,

WHEREAS, the College seeks to enter into an Agreement ("Agreement") with HUMC whereby the College will provide access to its Nursing simulation lab for HUMC for the purpose of its Nurse Residency Program; and,

WHEREAS, an Agreement will remain in effect for the term listed in the Agreement 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 an Agreement between Hudson County Community College and Hoboken University Medical Center; and,

WHEREAS, any agreement is subject to attorney review and approval by the Administration;

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 Hoboken University Medical Center, 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.

2. Resolution Authorizing Memorandum of Understanding (MOU) Between Hudson County Community College (HCCC) and the Hudson County Chamber of Commerce

WHEREAS, Hudson County Community College ("College"), as one of the nation's leading and most diverse urban community colleges, aspires to offer consistently best-practice, transformative educational and economic opportunities for its students and all residents of Hudson County; and,

WHEREAS, the Hudson County Chamber of Commerce shares this vision as it aspires to support entrepreneurs and small businesses in Hudson County as well as the College community; and,

WHEREAS, Hudson County Community College ("College") offers non-credit programs ("Programs") through its School of Continuing Education and Workforce Development; and,

WHEREAS, the College seeks to enter into a Memorandum of Understanding ("MOU") with the Hudson County Chamber of Commerce whereby the College and the Hudson County Chamber of Commerce will work collaboratively to promote one another's events, develop customized training programs for members of the Hudson County Chamber of Commerce, and engage in cross-marketing efforts; and,

WHEREAS, this MOU will remain in effect for two (2) years 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 MOU between Hudson County Community College and the Hudson County Chamber of Commerce;

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 the Hudson County Chamber of Commerce, effective September 17, 2025.

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 Academic Calendars for Fall 2026 and Winter/Spring 2027 Terms

WHEREAS, Hudson County Community College ("College") is committed to ensuring students' success, and the College develops an academic calendar that outlines important dates pertinent to academic terms; and,

WHEREAS, the Academic Calendar Planning Committee is comprised of individuals from across the College, and the academic calendar planning process is a joint effort between the Offices of Academic Affairs and Student Affairs; and,

WHEREAS, academic calendars have been developed for the fall 2026 and winter/spring 2027 terms; and,

WHEREAS, these academic calendars comply with all internal and external planning guidelines; and,

WHEREAS, the Administration, and Academic and Student Affairs Committee, recommend the authorization of the Academic Calendars for the fall 2026 and winter/spring 2027 terms;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Hudson County Community College authorize the Academic Calendar for the fall 2026 and winter/spring 2027 terms.

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

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees approve the recommendations of the President, Administration, and Academic and Student Affairs Committee as outlined above in **Item IX., Academic and Student Affairs Recommendations 1-3:**

1) Resolution Authorizing Agreement Between Hudson County Community College (HCCC) and Hoboken University Medical Center for Utilization of HCCC's Simulation Lab; 2) Resolution Authorizing Memorandum of Understanding (MOU) Between Hudson County Community College (HCCC) and the Hudson County Chamber of Commerce; and, 3) Resolution Authorizing Academic Calendars for Fall 2026 and Winter/Spring 2027 Terms.

INTRODUCED BY:

Silvia Rodriguez

SECONDED BY:

Francis Teabout

DATE:

September 16, 2025

DeFazio, Edward	<u>AYE</u>
Doria, Joseph	<u>ABSENT</u>
Gargiulo, Frank	<u>AYE</u>
Gemma, Stacy	<u>AYE</u>
Kenny, Roberta	<u>ABSENET</u>
Lombardo, Vincent	<u>ABSENT</u>
Rodriguez, Silvia	<u>AYE</u>
Stahl, Harold	<u>AYE</u>
Teabout, Frances	<u>AYE</u>
Peña, Jeanette, Chair	<u>AYE</u>

7 Aye 0 Nay
*****RESOLUTION ADOPTED*****

Alexa Riano
 Signature of Recorder

09/16/2025
 Date

 Aye Nay

Supporting Documents

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

Memorandum

To: Hudson County Community College – Simulation Department

From: Hoboken University Medical Center Education Department

Date: August 12, 2025

Subject: Hoboken University Medical Center Utilization of Simulation Lab for Nurse
Residency Program

Purpose

The purpose of this memorandum is to outline the collaboration between Hoboken University Medical Center and Hudson County Community College to utilize the college's state-of-the-art nursing simulation lab as part of our Nurse Residency Program.

Background

As part of our commitment to providing high-quality education and hands-on training for new graduate nurses, the Nurse Residency Program seeks opportunities to enhance clinical skills in a safe, controlled environment. The Hudson County Community College simulation lab offers advanced equipment, realistic patient scenarios, and trained simulation staff, making it an ideal setting for immersive learning experiences.

Details of Partnership

- Location: Hudson County Community College 70 Sip Ave, Jersey City, NJ 07306
- Schedule: September – December 1-2 days per month (4-hour sessions)
- Focus Areas:
 - Cardiac and respiratory emergencies
 - Maternal child health emergencies
 - Behavioral health emergencies
 - Patient communication and SBAR reporting
 - Critical thinking and rapid response scenarios

- Instructors/Facilitators: Hoboken University Medical Center Education Department (Dominique & Latarsha); Hudson County Community College Simulation Lab Coordinator (Eva Racine)
- Students: 15 students in August 2025 cohort
- Evaluation: Resident nurses will be assessed using competency checklists and feedback forms to identify strengths and growth opportunities.

Benefits

- Provides residents with realistic practice before working with live patients.
- Strengthens confidence, critical thinking, and teamwork.
- Enhances inter-organizational collaboration and community partnership.
- Offers exposure to high-fidelity simulation technology not currently available within our facility.
- *Confirmation of hospital insurance coverage by HUMC for nurse residents while participating in off-site activities at Hudson County Community College simulation lab.*

Next Steps

1. Finalize dates and confirm simulation lab availability.
2. Assign hospital educators and simulation coordinators.
3. Distribute schedule and preparation materials to all nurse residents.

Conclusion

This partnership represents a valuable investment in the development of our new nurses and aligns with our mission to provide exceptional patient care through highly skilled, confident nursing staff. Your support and participation are essential to ensuring the success of this initiative.

Sincerely,

Nicole Rosso, MSN, RN, CNML – *Vice President Patient Care Services/ CNO*

Dominique Wisniewski, BSN, RN, NE-BC, MEDSURG-BC – *Nursing Educator*

Latarsha Manigo, MSN, RN – *Nursing Educator*



MEMORANDUM OF UNDERSTANDING

September 17, 2025 – September 16, 2027

Between:

Hudson County Community College (HCCC) and the Hudson County Chamber of Commerce.

1. Description

The purpose of this Memorandum of Understanding is for HCCC and the Hudson County Chamber of Commerce to work together to mutually support each organization's mission. HCCC and Hudson County Chamber of Commerce will work collaboratively to support entrepreneurs and small businesses in Hudson County, as well as the HCCC community. HCCC will work with staff, students, faculty, other college departments, and partners to support initiatives. Hudson County Chamber of Commerce will work with staff and other partners to support initiatives. Both HCCC and Hudson County Chamber of Commerce will share resources to expand their capacity to support entrepreneurs, small businesses, and the HCCC community. In addition, this involves designating HCCC as the official provider of business training for the Hudson County Chamber of Commerce and its members, including providing workshops, events to support entrepreneurial and student initiatives, other collaborative programs, sharing resources when available, cross-marketing opportunities, and sharing information.

2. Roles and Responsibilities

It is agreed that the following will be the roles and responsibilities of the participating organizations.

Hudson County Chamber of Commerce

- a. Promote HCCC and Hudson for Business programs and events for entrepreneurs, small businesses, and government organizations to chamber members.
- b. Collaborate with HCCC in developing customized training programs for chamber members, including workshops, business training sessions, and events.
- c. Include a link to HCCC's website on the Hudson County Chamber of Commerce website, emphasizing grant-funded, government, and subscription-based training programs available to chamber members.
- d. Engage in cross-marketing efforts and information exchange, while sharing and utilizing resources whenever possible.
- e. Engage in planning and evaluation sessions with HCCC twice per year to review progress, address challenges, and plan future activities.

- f. Explore internship opportunities that support HCCC students.
- g. Designate HCCC as the official provider of business training for the Hudson County Chamber of Commerce and its members, which shall include providing workshops, events to support entrepreneurial and student initiatives, other collaborative programs, sharing resources when available, cross-marketing opportunities, and sharing information.

HCCC

- a. Promote Hudson County Chamber of Commerce programs and events to students and the college community.
- b. Collaborate with Hudson County Chamber of Commerce in developing customized training programs for chamber members, including workshops, business training sessions, and events.
- c. Include a link to HCCC's website on the Hudson County Chamber of Commerce website, emphasizing grant-funded, government, and subscription-based training programs available to chamber members.
- d. Engage in cross-marketing efforts and information exchange, while sharing and utilizing resources whenever possible.
- e. Engage in planning and evaluation sessions with the Hudson County Chamber of Commerce twice per year to review progress, address challenges, and plan future activities.
- f. Explore internship opportunities that support the Hudson County Chamber of Commerce.

3. Provisions and Amendments

This Memorandum of Understanding contains all provisions agreed upon by the parties. Any amendments 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: September 10, 2025 – September 9, 2027. Any continuation is subject to a new agreement.

Emory Edwards
President and CEO
Hudson County Chamber of Commerce

Dr. Christopher M. Reber
President
Hudson County Community College

Date

Date

Semester Start-Up Events

Tues.	Aug.	25	College Service Day
Wed.		26	All College Adjunct Faculty Orientation
Thurs.		27	Convocation

**Registration should occur at least one day prior to first class meeting.*

15-Week Terms: Regular, Online Regular, and Hybrid: August 28 – December 20

Fri.	Aug.	28	Classes begin for Regular and ONR/Hybrid
Sat.	Sept.	5	<i>Labor Day Weekend – College closed</i>
Mon.		7	
Thurs.	Sept.	3	Last Day to Add* for 15-Week Regular and ONR/Hybrid
Fri.	Sept.	11	Last Day to Drop** for 15-Week Regular and ONR/Hybrid
Thurs.	Oct.	1	Last day to file Degree Audit Application for December 2026 Graduation
Mon.	Oct.	12	Columbus Day – Classes in session
Fri.	Oct.	23	Midterm Exams/Advisement Period
Thurs.		29	
Tues.	Nov.	3	Election Day – Classes in session
Thurs.	Nov.	5	Last day to submit Midterm Advisory Grades
Fri.	Nov.	6	Diwali (Observed) – No classes – College Closed
Sat.	Nov.	7	Classes in session
Sun.	Nov.	8	Diwali – No classes – College Closed
Note: Classes normally held on this day will be held on Sunday, December 20			
Wed.	Nov.	11	Veterans' Day – Classes in session
Mon.	Nov.	16	Last day to complete official withdrawal (W) for Regular and ONR/Hybrid
Wed.	Nov.	25	No Classes; College Open
Thurs.	Nov.	26	<i>Thanksgiving Recess – College closed</i>
Sun.		29	
Tues.	Dec.	8	Last classes and/or final exams for Regular and ONR/Hybrid classes meeting on Tuesday
Sat.	Dec.	12	Last classes and/or final exams for Regular and ONR/Hybrid classes meeting on Saturday
Mon.	Dec.	14	Last classes and/or final exams for Regular and ONR/Hybrid classes
Sun.		20	Note: No Regular or ONR/Hybrid classes on Tuesday, 12/15.
Wed.	Dec.	23	Last day to submit final grades

***For a complete list of refund dates, please consult the Summer/Fall 2026 Student Refund Calendar.*

Culinary Cycles

Aug. 31 - Oct. 5	Culinary Cycle I	Last day to add*: 9/4	Last day to drop**: 9/11	Last day to W: 9/21	Grades due: 10/8
Oct. 7 - Nov. 10	Culinary Cycle II	Last day to add*: 10/14	Last day to drop**: 10/19	Last day to W: 10/26	Grades due: 11/13
Nov. 11 - Dec. 17	Culinary Cycle III	Last day to add*: 11/18	Last day to drop**: 11/23	Last day to W: 11/30	Grades due: 12/22

7-Week Sessions: Online and On-Ground/Remote

Aug. 28 - Oct. 19	Online Session A	Last day to add*: 8/31	Last day to drop**: 9/4	Last day to W: 10/7	Grades due: 10/22
Aug. 31 - Oct. 19	On-Ground/Remote 1	Last day to add*: 9/2	Last day to drop**: 9/4	Last day to W: 10/12	Grades due: 10/22
Aug. 31 - Oct. 21	Culinary On-Ground 1	Last day to add*: 9/2	Last day to drop**: 9/4	Last day to W: 10/12	Grades due: 10/26
Aug. 29 - Oct. 23	Culinary Hybrid 1	Last day to add*: 9/2	Last day to drop**: 9/4	Last day to W: 10/12	Grades due: 10/28
Oct. 22 - Dec. 17	Culinary On-Ground 2	Last day to add*: 10/27	Last day to drop**: 10/29	Last day to W: 12/1	Grades due: 12/22
Oct. 24 - Dec. 17	Culinary Hybrid 2	Last day to add*: 10/28	Last day to drop**: 10/30	Last day to W: 12/3	Grades due: 12/22
Oct. 27 - Dec. 20	Online Session B	Last day to add*: 10/28	Last day to drop**: 11/3	Last day to W: 12/7	Grades due: 12/23
Oct. 28 - Dec. 17	On-Ground/Remote 2	Last day to add*: 10/30	Last day to drop**: 11/4	Last day to W: 12/7	Grades due: 12/22

Early College Dual Enrollment - Contact the Early College Program for dates specific to each high school partner.

Sept. 28 - June 25	Full Year	Last day to add*: 10/4	Last day to drop**: 10/12	Last day to W: 5/29	Grades due: 6/30
Sept. 28 - Feb. 10	Half Year	Last day to add*: 10/4	Last day to drop**: 10/12	Last day to W: 1/13	Grades due: 2/17

12-Week Quick Term

Sept. 18 - Dec. 20	Quick Term	Last day to add*/drop**: 9/24 Last day to W: 11/16 Grades due: 12/23		
(12/7 & 12/8 – Last Mon and Tues classes. 12/12 – Last Sat classes.)				

Winter Session

Jan. 5 – Jan. 20	Winter Intersession	Last day to add: 1/5 Last day to drop: 1/6 Last day to W: 1/14 Grades due: 1/25
Mon. Jan 18	<i>Martin Luther King, Jr. Day – College Closed</i>	

Semester Start-Up Events

Wed. Jan. 20	College Service Day
Thurs. 21	All College Adjunct Faculty Orientation

15-Week Terms: Regular and Online Regular/Hybrid: January 22 – May 17

Fri. Jan. 22	Classes begin for Regular and ONR/Hybrid	*Registration should occur at least one day prior to first class meeting.
Thurs. Jan. 28	Last day to add* for Regular and ONR/Hybrid	
Thurs. Feb. 4	Last day to drop** 15-Week Regular and ONR/Hybrid	
Fri. Feb. 12	Classes in session - Administrative Offices Closed	
Mon. Feb. 15	<i>Presidents' Day – No classes - College Closed</i>	
Wed. Mar. 10	Eid al-Fitr – No classes – College Closed	**For a complete list of refund dates, please consult the Winter/Spring 2027 Student Refund Calendar.
Fri. Mar. 12	Midterm Exams/Advisement Period	
Thurs. 18		
Mon. Mar. 22	Spring Break – No classes	
Sun. 28		
Fri. Mar. 26	Easter Break – No classes	
Sun. 28		
Thurs. Apr. 1	Last day to submit Midterm Advisory Grades	
Fri. Apr. 16	Last day to complete official withdrawal (W) for 15-Week Regular and ONR/Hybrid	
Fri. May 7	Last classes and/or final exams for 15-week Regular and ONR/Hybrid classes meeting on Friday, Saturday, or Sunday	
Sun. 9		
Tues. May 11	Last classes and/or final exams for 15-Week Regular and ONR/Hybrid classes meeting Monday, Tuesday, Wednesday, or Thursday. Note: On May 14, Wednesday classes meet.	
Mon. 17		
Thurs. May 20	Last day to submit final grades	

5-Week Culinary Cycles:

Jan 25 – Mar 1	Culinary Cycle I	Last day to add*: 1/29 Last day to drop**: 2/5 Last day to W: 2/12 Grades due: 3/4
Mar 2 – Apr 12	Culinary Cycle II	Last day to add*: 3/8 Last day to drop**: 3/15 Last day to W: 3/29 Grades due: 4/15
Apr 13 – May 17	Culinary Cycle III	Last day to add*: 4/19 Last day to drop**: 4/26 Last day to W: 5/3 Grades due: 5/20

7-Week Sessions: Online and On-Ground/Remote

Jan 22 - Mar 13	Online Session A	Last day to add*: 1/25 Last day to drop**: 1/29 Last day to W: 3/3 Grades due: 3/17
Jan 25 – Mar 17	On-Ground/Remote 1	Last day to add*: 1/27 Last day to drop**: 1/29 Last day to W: 3/8 Grades due: 3/29
Jan 25 – Mar 17	Culinary On-Ground 1	Last day to add*: 1/27 Last day to drop**: 1/29 Last day to W: 3/8 Grades due: 3/29
Jan 23 – Mar 19	Culinary Hybrid 1	Last day to add*: 2/1 Last day to drop**: 2/8 Last day to W: 3/4 Grades due: 3/31
Mar 18 - May 17	Culinary On-Ground 2	Last day to add*: 3/30 Last day to drop**: 4/1 Last day to W: 4/27 Grades due: 5/20
Mar 20 – May 17	Culinary Hybrid 2	Last day to add*: 3/31 Last day to drop**: 4/5 Last day to W: 4/29 Grades due: 5/20
Mar 29 – May 17	Online Session B	Last day to add*: 3/30 Last day to drop**: 4/5 Last day to W: 5/10 Grades due: 5/20
Mar 30 – May 14	On-Ground/Remote 2	Last day to add*: 4/1 Last day to drop**: 4/6 Last day to W: 5/10 Grades due: 5/19

Early College Dual Enrollment – Contact the Early College Program for dates specific to each high school partner.

Feb. 11 - June 25	Half Year	Last day to add*: 2/18 Last day to drop**: 2/26 Last day to W: 5/29 Grades due: 6/30
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12-Week Session (Quick Term)

Feb. 12 – May 17	“Q” Sections (12-wk) (Last Fri, Sat. & Sun. classes are 5/7-5/9 On 5/14, Wed. classes meet.)	Last day to add*: 2/22 Last day to drop**: 2/22 Last day to W: 4/16 Grades due: 5/20
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HUDSON COUNTY COMMUNITY COLLEGE

BOARD OF TRUSTEES MEETING

Tuesday, September 16, 2025

X. NEW BUSINESS

None

HUDSON COUNTY COMMUNITY COLLEGE

BOARD OF TRUSTEES MEETING

Tuesday, September 16, 2025

XI. ADJOURNMENT

RESOLUTION:

NOW, THEREFORE, BE IT RESOLVED that the September 16, 2025 meeting of the Hudson County Community College Board of Trustees be adjourned at 5:45 P.M.

INTRODUCED BY: Stacey Gemma

SECONDED BY: Edward DeFazio

DATE: September 16, 2025

DeFazio, Edward	<u>AYE</u>
Doria, Joseph	<u>ABSENT</u>
Gargiulo, Frank	<u>AYE</u>
Gemma, Stacy	<u>AYE</u>
Kenny, Roberta	<u>ABSENET</u>
Lombardo, Vincent	<u>ABSENT</u>
Rodriguez, Silvia	<u>AYE</u>
Stahl, Harold	<u>AYE</u>
Teabout, Frances	<u>AYE</u>
Peña, Jeanette, Chair	<u>AYE</u>

7 Aye 0 Nay
*****RESOLUTION ADOPTED*****

Alexa Riano
 Signature of Recorder

09/16/2025
 Date