

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

Regular Meeting – Board of Trustees

Tuesday, October 17, 2023

5:00 P.M.

Mary T. Norton Board Room and Via Zoom

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

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

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

Passcode: 629005

Telephone: 1 309 205 3325

Webinar ID: 917 2810 9546

Passcode: 629005

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

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

AGENDA

I. CALL TO ORDER - FLAG SALUTE

Mr. Netchert

II. ROLL CALL AND RECOGNITION OF VISITORS

Trustees:

Edward DeFazio

Joseph Doria

Pamela Gardner, Secretary/Treasurer

Frank Gargiulo

Roberta Kenny

Bakari Lee, Vice Chair

Daniel Menendez, Student Alumni Representative (Ex Officio)

William Netchert, Chair

Jeanette Peña

Christopher Reber, President (Ex Officio)

Silvia Rodriguez

Harold Stahl

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

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

October 17, 2023

II. ROLL CALL

Trustees:

Edward DeFazio	<u>PRESENT</u>
Joseph Doria	<u>ABSENT</u>
Pamela Gardner, Secretary/Treasurer	<u>PRESENT</u>
Frank Gargiulo	<u>PRESENT</u>
Roberta Kenny	<u>PRESENT</u>
Bakari Lee, Vice Chair	<u>PRESENT</u>
Daniel Menendez, Student Alumni Representative, Ex officio	<u>PRESENT</u>
William Netchert, Chair	<u>PRESENT</u>
Jeanette Peña	<u>PRESENT</u>
Christopher Reber, President, Ex officio	<u>PRESENT</u>
Silvia Rodriguez	<u>ABSENT</u>
Harold Stahl	<u>PRESENT</u>

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

MEETING INTRODUCTION

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

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

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

October 17, 2023

III. COMMENTS FROM THE PUBLIC

None

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

October 17, 2023

IV. CLOSED SESSION

None

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

October 17, 2023

V. REPORTS

1. *Student Government Association President's Report (L. Camacho)*
2. *All College Council Chair's Report (C. Cody)*
3. *President's Report (C. Reber)*

Creating Transformational Pathways for Incarcerated and Reentry Students

Dr. Heather DeVries, Associate Vice President for Academic Affairs and Assessment

Lori Margolin, Associate Vice President for Continuing Education and Workforce Development

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

October 17, 2023

VI. REGULAR MONTHLY REPORTS AND RECOMMENDATIONS

1. MINUTES OF PREVIOUS MEETING

The Minutes of the Regular Meeting of September 12, 2023 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 September 12, 2023.

2. GIFTS, GRANTS, AND CONTRACTS REPORT

Hudson County Community College has received the following grant:

TITLE: Community to Opportunity: Building Community to Expand Opportunity

AGENCY: Tepper Foundation and the New Jersey Council of County Colleges

PURPOSE OF GRANT: To strengthen provision of basic needs services/non-academic support

COLLEGE ADMINISTRATOR: Katherine Morales

COLLEGE CONTRIBUTION: 0

AWARD AMOUNT: \$80,000

RESOLUTION:

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

INTRODUCED BY: _____ *Bakari Lee*

SECONDED BY: _____ *Pamela Gardner*

DATE: _____ *October 17, 2023*

<i>DeFazio, Edward</i>	_____ <i>AYE</i>
<i>Doria, Joseph</i>	_____ <i>ABSENT</i>
<i>Gardner, Pamela</i>	_____ <i>AYE</i>
<i>Gargiulo, Frank</i>	_____ <i>AYE</i>
<i>Kenny, Roberta</i>	_____ <i>AYE</i>
<i>Lee, Bakari</i>	_____ <i>AYE</i>
<i>Peña, Jeanette</i>	_____ <i>AYE</i>
<i>Rodriguez, Silvia</i>	_____ <i>ABSENT</i>
<i>Stahl, Harold</i>	_____ <i>AYE</i>
<i>Netchert, William, Chair</i>	_____ <i>AYE</i>

_____ *8* _____ *Aye* _____ *0* _____ *Nay*

RESOLUTION ADOPTED

Alexa Riano
Signature of Recorder

10/17/2023
Date

HUDSON COUNTY COMMUNITY COLLEGE

Regular Meeting – Board of Trustees
Tuesday, September 12, 2023
5:00 P.M., In-person and via Zoom

MINUTES

PRESENT: *Edward DeFazio; Frank Gargiulo; Roberta Kenny; Bakari Lee (Vice Chair); William Netchert (Chair); Jeanette Peña; Christopher Reber; Silvia Rodriguez; and Harold Stahl.*

Counsel to the Board: Andy Brown, Esq., for Scarinci and Hollenbeck

ABSENT: *Joseph Doria; Pamela Gardner (Secretary/Treasurer); Daniel Menendez (Student Alumni Representative)*

I. CALL TO ORDER - FLAG SALUTE

II. ROLL CALL

III. COMMENTS FROM THE PUBLIC – None

IV. CLOSED SESSION – None

V. REPORTS

1. Student Government Association President's Report

Student Government Association President, Lisa Camacho, offered the following report.

Good evening, Trustees, faculty, staff, and students. My name is Lisa Camacho, and I serve as the new President of the Student Government Association (SGA) for this upcoming academic year. A little bit about me: my major is Business Administration, this is my second year at HCCC, and I work as a part-time Peer Leader at the Office of Student Life and Leadership. I'm a first-generation student and EOF scholar. I am also involved in other clubs and honor societies

Since the beginning of the fall semester, we had 15 new senators join SGA and all are active, eager to learn, and present at weekly meetings. We are still receiving applications for senators. The Executive Board members attend committee meetings, representing the students' voices with suggestions and concerns.

Our first event, Fall Kick-off, is scheduled for September 22 from 2:00 p.m. to 4:00 p.m. in the Student Center on the Journal Square Campus. There will be fun activities, games, refreshments, and opportunities for students and peers to network. We are planning events for October, with more information to follow.

We held our first Town Hall Meeting at the Student Center and live-streamed it via Instagram, which had a great turnout. We interacted with students, answered questions, and promoted SGA and other HCCC events coming up on both campuses. Doreen Pontius from the Office of Mental Health Counseling and Wellness joined us as a guest to provide information about what the office offers and how they help students.

Now, I will share updates from the Interclub Council meeting.

- Over 50 people attended the first Art Club meeting this past Friday. They collaborated with the Office of Cultural Affairs for the Artist Talks event on September 27 from 11:00 a.m. to noon in the Gallery on the 6th floor of Gabert Library.
- The Environmental Club and Wild Ones will host a Fall Planting event on September 18 from 10:30 a.m. to 11:30 a.m. in the garden of the STEM building.

- The Business and Accounting Club will host a Bank of America Resume Workshop on September 18.
- The Latin Society has planned a Hispanic Heritage Meet & Greet from September 18 to 21 at both North Hudson and Journal Square campuses.
- Active Minds is hosting a virtual information session on September 14 and September 22.

Thank you for listening, and I look forward to all our future meetings!

2. All College Council Chair's Report

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

Good afternoon, Trustees.

I'm happy to appear before you and look forward to recounting some of the exciting things that the All College Council (ACC) has been up to since the beginning of the fall semester.

On August 16, we held the ACC Retreat attended by many members from all different parts of the College. We added new members and leaders to the ACC Committee rosters that day. We reviewed successfully completed past projects, such as the gender-neutral signage for bathrooms at both campuses and the recently updated Academic Integrity Statement. The retreat concluded with a brainstorming session that focused on developing future projects that will continue to move the College forward. Thank you to everyone who attended!

I'm happy to report that, since then, all six subcommittees held their first meetings of the semester and here are a few important items from each committee:

- The Technology Committee is now being chaired by Librarian Lisa Bogart and the secretary is Instructor of Physics Gunes Senturk. Thank you for volunteering your service and leadership, Lisa and Gunes! Technology Committee members assembled a list of new services that are either already available or will soon be in place, such as Course Dog, Fischer Identity, Turnitin, and more. In collaboration with the SGA, the committee is discussing and exploring the possibility of implementing a virtual map of the campus that would be accessible via kiosk or QR code.
- The Academic Senate is focusing on new projects for this upcoming year. After having updated the Academic Integrity Statement to include verbiage on the use of AI generative software, the senate is exploring the subject of possibly implementing a college-wide grading scale. And, finally, the Academic Senate is working to support the Center for Online Learning's initiative to create a centralized website for all syllabus statements.
- The Student Life Committee, with Director of Hudson Helps Resource Center Katherine Morales as chair and Career Closet Coordinator Ariana Calle as secretary, continues to explore ways to enhance the student experience. This includes a renewed focus on Student Veteran and Student Parent populations. They are preparing for the rollout of the Hunger Free Grant, which will help food insecure students get meals on campus at no charge. Finally, with input from the SGA, there are initial discussions about allowing Muslim students in class to break their fast during the Holy Month of Ramadan.
- The College Life Committee is now led by Doreen Pontius, Director of the Office of Mental Health Counseling and Wellness. Thank you, Doreen! College Life also has a new administrative liaison, Associate Director of Human Resources Carmen McGuire. College Life intends to continue the Steps for Wellness challenge, including hosting a group walk event to encourage participation and networking. Finally, the committee hopes to host the Employee Holiday Party and perhaps a summer BBQ at Liberty State Park.

- Space and Facilities, led by Associate Registrar Irma Williams and Director of Health-Related Programs Kathy Smith-Wenning as secretary, discussed their intent to identify and catalog the college's safety equipment. They plan to collaborate with the Environmental Club on special projects such as the recently completed garden near the STEM Building. There is also an idea to bring an ATM onto campus in collaboration with the SGA.
- Development and Planning is now being led by Director of Workforce Pathways Anita Belle. Thank you for volunteering your leadership, Anita! The committee is looking for ways to build on the recent College Service Day theme of giving back to HCCC. To that end, the committee is exploring ideas for events for alumni and graduates that provide the opportunity to reinvest in HCCC.

As I conclude, I want to make sure I thank everyone who helped make this report possible, especially ACC Vice Chair Raffi Manjikian and Secretary Sarah Teichman. I'd also like to thank the Trustees, Dr. Reber, Dr. Jones, and Dr. Dougherty for giving us the opportunity to share what we've been working on. Thanks!

3. President's Report

President Reber offered the following remarks.

Good evening, Trustees, colleagues, and students. It's great to see you all again.

Yesterday marked the 22nd anniversary of 9/11, and the College held an inspirational remembrance event attended by many. I ask you to join me in a moment of silence for all of the victims of the horrific events of 9/11/2001, including those lost, their families and loved ones, and all in our local and world communities who are victims of oppression, violence, racism, and injustice. Let us also pause to reflect on the massive loss of life and devastation caused by a recent catastrophic earthquake in Morocco, and a ravaging and deadly flood in Libya.

Moment of Silence.

Thank you. In a note sent earlier to our college community including those who have family, friends, and loved ones in these countries, I shared that we want to support all affected in every way possible.

Lisa and Chris, thank you for your remarks and leadership.

Lisa, welcome to your first Hudson County Community College Board of Trustees meeting as President of the Student Government Association! We look forward to your reports at our monthly meetings throughout the year.

In November, we will acknowledge the passing of the baton to a new Alumni Student Representative to this Board of Trustees. Daniel Menendez will complete his term, and the newly elected representative who follows will be our 2023 Valedictorian, Sally Elwir.

I want to share, hot off the press, a genuine point of pride for this community. The supplement to this month's *Chronicle of Higher Education* magazine, a major publication for all of higher education, announced HCCC as one of the 2023 "Great Colleges to Work For." This results from an employee survey that the *Chronicle* co-sponsors with an organization called ModernThink. It's a survey administered to the employees of every college that volunteers to be part of the study. Employees are asked questions about the climate, integrity, leadership, communication, and respect of the institution. For the third consecutive year, we participated in the survey along with two- and four-year colleges across the nation.

There are ten different standards of excellence that the survey seeks to measure through the input of the workforce. This year, among the select group of colleges that are being recognized, there is an honor roll for a few colleges whose employees rated the climate in the top 10% for a majority of the ten standards measured. HCCC achieved top ratings in seven of the ten areas. HCCC has been named to the honor roll with just 12 community colleges, and three that are within our size range. Congratulations to everyone!

Our new academic year is off to an enthusiastic start! We opened the year with vibrant, informative, inspirational, and well attended College Service Day and Convocation programs.

Our fall credit enrollment is up approximately 4%, with new student enrollment up by nearly 11%, and noncredit enrollment continues to grow significantly. Throughout this year, we look forward to college-wide engagement in our strategic planning, as this is the third and final year of our 2021-24 *Hudson is Home! Strategic Plan*. The planning process will include academic planning, student success planning, and DEI planning.

This week is National Hispanic-Serving Institutions Week, and we have much to celebrate. Yesterday, I was honored to attend a Roundtable Meeting with United States Secretary of Commerce and former Governor of Rhode Island, Gina Raimondo, in Washington, D.C. Hispanic Association of Colleges and Universities President, Dr. Antonio Flores, hosted this meeting. I was one of two Hispanic-Serving Institution community college presidents, and four four-year college presidents, to meet with Secretary Raimondo and her staff. I was pleased to speak about the work we are doing in our School of STEM and School of Continuing Education and Workforce Development, including our programs and future goals for leading and supporting workforce education and training in the semiconductor and broadband industries, and beyond.

Secretary Raimondo plans to continue meeting with our six presidents and several industry leaders, so we will have additional opportunities to advocate federal investment in support of our programs and the potential creation of semiconductor manufacturing workforce development centers at Hudson and throughout the nation. We are advocating line-item federal investment in HSI's going forward.

I thank Dean of STEM, Dr. Burl Yearwood; Associate Vice President for Continuing Education and Workforce Development, Lori Margolin; and Vice President for External Relations, Dr. Nicholas Chiaravalloti, for helping me prepare my remarks that included reference to excellent programs and initiatives at HCCC. I introduced the idea of creating 12 centers of excellence in semiconductor training, including six community colleges and six four-year institutions nationwide that would work together to create state-of-the-art, data-informed, best practice programs that can be scaled for more HSI's going forward. We've asked for a \$200 million Federal investment. More to come.

This evening, I have invited Dr. Yearwood and four of his faculty colleagues to speak about the College's Cybersecurity Center and a water sampling project underway in the School of STEM. Joining Dr. Yearwood are STEM faculty Faisal Aljamal, Yavuz Birol Guner, Raffi Manjikian, and Dr. Fatma Tat.

Thank you, colleagues.

Dr. Burl Yearwood and Faculty Colleagues presented on [School of STEM](#).

Dr. Yearwood offered remarks.

A pleasant good afternoon, Trustees, Dr. Reber, Dr. Jones, faculty, staff, students, and community members.

It's my pleasure to present two of the exciting projects happening in the School of STEM. We are focused on the idea of improving student success. We reach out to our students and encourage them to see the relationship between science and the real world. We also are happy to think about how we can engage our local and regional community with science. The two projects are based on how we can improve students' skills, how we can relate to students in a way that they appreciate, involve our community in what we do, and share our knowledge with them.

The first project is the Cybersecurity Center, which is part of a grant application that we're writing for the National Science Foundation (NSF) called the Advanced Technological Education (ATE) Grant. The second project is on Water Sampling in collaboration with the New Jersey Department of Health. It is exciting because it's not often that a community college gets to collaborate with the State Department of Health.

Professor Faisal Aljamal and Professor Yavuz Guner will present on the Cybersecurity Center.

Faisal Aljamal offered remarks.

Hello! I am Faisal Aljamal, the Cybersecurity Program Coordinator. We started the Cybersecurity Center about seven years ago and it is now one of the most successful programs at the College. We have developed numerous articulation agreements, we were recognized by the National Security Agency, and we became a certified Center of Academic Excellence. We are the second community college in the state with such recognition.

The Center of Academic Excellence in Cyber Defense designation means that we are helping reduce threats to our nation's infrastructure by promoting higher education and researching cybersecurity defense, as well as providing the nation with a pipeline of qualified cybersecurity professionals. Our graduates are either already working in the industry or attending four-year colleges for their Bachelor's and Master's degrees.

We intend to further develop the program by applying for an NSF-ATE grant. With this grant, we propose to establish a physical Cybersecurity Center. Currently, we are using a virtual center. Our goal in building the Cybersecurity Center will be to give our students more opportunities to compete and strengthen their abilities. We also propose to use funds to increase enrollment in the program by encouraging more women and economically underserved minorities to join.

The best part about this program at the moment is that this semester, enrollment has increased by 47%!

Thank you.

Yavuz Guner offered remarks.

In an increasingly interconnected and technology-driven world, the need for cybersecurity education has never been more critical. The primary purpose of the HCCC Cybersecurity Center is to serve as a hub for our students for cybersecurity education research and community engagement. It will provide a dedicated space for our students so they can learn, practice and excel in the field of cybersecurity. It's not just for our students; it's for our community as well. We will equip them with the skills and knowledge to safeguard and protect our community.

Our students will learn and gain comprehensive knowledge about the latest cybersecurity technologies and best practices, including tools such as XRY Forensics, Maltego, Shodan, and more. XRY Forensics is used by law enforcement and criminal investigators like the FBI and CIA. These skills and tools will not only prepare our students for promising careers, but also make them responsible citizens.

The center will be more than a classroom. It will serve as a hub for community engagement. We envision hosting various events on topics about ransomware, social engineering malware types, cyber defense and others. The Cybersecurity Center will be a sanctuary of learning for our students and a beacon for cybersecurity awareness for our community.

Trustee Bakari Lee asked several questions.

How are the public events going to be administered? How will they be promoted? Who or what is the target market, the public at large or small businesses?

Yavuz Guner responded.

The events will be in person with the virtual option. If we receive the grant, we will obtain a project manager and administrators to plan and curate these events. For promotion, we plan to collaborate with the newly founded Cybersecurity Club. We are also using social media to advertise the Cybersecurity Club and Center. The purpose of the Cybersecurity Center is to provide technical education opportunities.

Raffi Manjikian offered remarks.

Hello, everyone. My name is Professor Raffi Manjikian. Today, I stand before you representing the School of STEM as an Instructor of Chemistry, along with my colleague, Assistant Professor Dr. Fatma Tat.

It is a great honor to be asked by the New Jersey Department of Health (NJDOH) to partake in their Wastewater Surveillance Monitoring program. Professionally speaking, we're the only two-year institution participating in this project. I look forward to working with Dean Yearwood and Dr. Tat because we all are chemists, but in different trades. I am a biochemist, Dean Yearwood is an inorganic chemist, and Dr. Tat is an organic chemist.

The water sampling project assigned by NJDOH is part of the National Wastewater Surveillance System program conducted by the Center for Disease Control and Prevention (CDC). This program intends to track the presence of COVID-19 and other communicable diseases in wastewater samples throughout the country. We were selected as the institution to represent Hudson County in the State of New Jersey.

The project entails chemistry, biology, epidemiology, and community health. Testing for pathogens in wastewater is a public health tool that can serve as an early warning that disease is spreading in a community.

The overview of the procedure includes delegated tasks. I'll be collecting the samples and Dr. Tat will be analyzing the results. All sample collection kits and shipping supplies will be provided at no cost to us by NJDOH. We will collect the samples twice a week based on the assigned sampling schedule, sampling protocol, and approved sampling location. After considering both campuses, we decided that Gabert Library, on the lower level in the boiler room, is the perfect place to gather samples.

The equipment will include an AS950 portable sampler, a container for pooling composite samples, a cooler or shipper, 70% ethanol spray bottle for cleaning purposes, and sealed containers for contaminated gloves, paper towels, and all Biosafety Level 2 waste.

Thank you.

Dr. Fatma Tat offered remarks.

Good evening, everyone. My name is Fatma Tat, Assistant Professor of Chemistry. I will discuss what will be done with the wastewater results and how it will benefit HCCC and our community.

The results will be presented to us relevant to each sampling location. These results will be shared with the CDC and become part of the National Wastewater Surveillance System dashboard and COVID Data Tracker. The data will be used to support the NJDOH's surveillance efforts. Any data made public will be presented at the county or regional level, but the names of specific wastewater treatment plants won't be disclosed.

The New Jersey Department of Health's Communicable Disease Service and the Public Health and Environmental Laboratories are partnering with state and federal agencies and local health departments to create and maintain a statewide wastewater surveillance program.

Monitoring wastewater can be useful because it complements other surveillance methods. It helps us see whether virus levels are going up or down in our community independent of healthcare-seeking activity. This information is crucial as it can serve as an early warning of new outbreaks and inform public health decision-making. Thank you all for your attention.

President Reber offered closing remarks.

Thank you for that excellent presentation, Dr. Yearwood and team.

Trustees, this concludes my report.

Trustee Bakari Lee offered remarks.

The report was excellent and extremely informative. You reported on something that's unique to this college. But it was also concise, very succinct, and very digestible. Job well done.

VI. REGULAR MONTHLY REPORTS AND RECOMMENDATIONS

1. *The Minutes of the Regular Meeting of August 8, 2023, were approved.*
2. *Gifts, Grants, and Contracts Report*

Hudson County Community College has received the following grants:

Title: Signature Grant

Agency: The Provident Bank Foundation

Purpose of Grant: To Support "Hudson Scholars" Program

College Administrator: Nicole Johnson

College Contribution: \$0

Award Amount: \$100,000

Title: PATH Scholarships

Agency: Ellucian Foundation

Purpose of Grant: Funding Foundation Scholarships

College Administrator: Nicole Johnson

College Contribution: \$0

Award Amount: \$25,000

Introduced by: Bakari Lee
Seconded by: Jeanette Peña

8 Ayes.....0 Nays

Resolution Adopted

VII. FISCAL, ADMINISTRATIVE, LEASE, AND CAPITAL RECOMMENDATIONS 1-13:

1. Resolution Authorizing Support and Intent for the County of Hudson to Provide Partial Funding for the Construction of the HCCC Tower Project to be funded through Chapter 12 at a cost not to exceed \$32,000,000 was approved.
2. Resolution Authorizing Award of Contract for 119 Newkirk Street Demolition to be funded through Chapter 12 at a cost not to exceed \$1,373,182 was approved.
3. Resolution Authorizing Purchase of Information Security Program to be funded from the operating budget at a cost not to exceed \$136,770 was approved.
4. Resolution Authorizing Renewal of Public Relations Support for the Office of Communications to be funded from the operating budget at a cost not to exceed \$98,520 was approved.
5. Resolution Authorizing Renewal of Video/Podcast Services for the Office of Communications to be funded from the operating budget at a cost not to exceed \$72,000 was approved.

6. Resolution Authorizing Renewal of Digital Advertisement Services to be funded from the operating budget at a cost not to exceed \$49,980 was approved.
7. Resolution Authorizing Renewal of College Campus-Wide Software License Agreement to be funded from the operating budget at a cost not to exceed \$120,936 was approved.
8. Resolution Authorizing Renewal of Staff and Faculty Monthly Parking at Harrison Parking Center to be funded from the operating budget at a cost not to exceed \$70,000 was approved.
9. Resolution Approving Payment for Photography Services at a cost not to exceed \$68,771 was approved.
10. Resolution Approving Payment for National Healthcareer Association Services at a cost not to exceed \$87,540 was approved.
11. Resolution Approving Payment for Purchases through the Hunger Free Grant for food gift cards at a total amount of \$184,523 was approved.
12. Resolution Authorizing Building Maintenance Services Contract Extension to be funded from the operating budget at a cost not to exceed \$259,000 was approved.
13. Resolution Authorizing Cooperative with Hunterdon County Educational Services Commission to participate in the HCESC Cooperative Pricing System, effective immediately, was approved.

Introduced by: Bakari Lee
Seconded by: Edward DeFazio

8 Ayes.....0 Nays

Resolutions Adopted

VIII. PERSONNEL RECOMMENDATIONS 1-7:

1. SEPARATION

<i>First Name</i>	<i>Last Name</i>	<i>Title</i>	<i>Effective Date</i>
Richwyn	Nicandro	Support Analyst	August 17, 2023

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

2. APPOINTMENT OF FULL-TIME STAFF

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

Mackenzie	Johnson	Assistant Director of Advisement, Program Operations and Development	113	September 16, 2023	\$56,473.00
Elizabeth	Ryan	Assistant Director of Advisement, Data and Assessment	113	September 16, 2023	\$56,473.00

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

3. APPOINTMENT OF TEMPORARY FULL-TIME STAFF

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

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

4. APPOINTMENT OF TEMPORARY FULL-TIME FACULTY

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

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

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

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

		Workforce Development			
Cynthia	Morrison	Continuing Education and Workforce Development	PT Healthcare Instructor	HCINST-605020	Anita Belle
Mandanna	Naleyanda	Continuing Education and Workforce Development	PT Healthcare Instructor	HCINST-605020	Anita Belle
Abiodun	Oladeji	Continuing Education and Workforce Development	PT Healthcare Instructor	HCINST-605020	Anita Belle
Katherine	Sorto	Continuing Education and Workforce Development	PT Instructor	PTINST-102010	Chastity Farrell
Angelo	Soto	Continuing Education and Workforce Development	PT Healthcare Instructor	HCINST-605020	Anita Belle
Liana	Tabatadze	Continuing Education and Workforce Development	PT Instructor	PTINST-102010	Chastity Farrell
Kieyeitha	Ward	Continuing Education and Workforce Development	PT Healthcare Instructor	HCINST-103005	Samaya Yashayeva
Kerry	Weinstein	Continuing Education and Workforce Development	PT Instructor	PTINST-102010	Chastity Farrell
Frank	Gonzalez	Customer Service	PT Customer Service Assistant	PTCUST	Freddy Medina
Stev	Lewis	Accessibility Services	Notetaker/Reader	READER-150525	Karine Davis
Destiny	Rivera	Accessibility Services	Notetaker/Reader	READER-150525	Karine Davis
Bryan	Sierra Nunez	Accessibility Services	Notetaker/Reader	READER-150525	Karine Davis
Abanob	Basta	Information Technology Services	Instructional Lab Assistant	INLBST-253025	Diana Perez
Mariam	Basta	Information Technology Services	Instructional Lab Assistant	INLBST-253025	Diana Perez
Shivam	Chauhan	Information Technology Services	Instructional Lab Assistant	INLBST-253025	Diana Perez
Rahul	Chawaria	Information Technology Services	Instructional Lab Assistant	INLBST-253025	Diana Perez

Hardik	Darji	Information Technology Services	Instructional Lab Assistant	INLBST-253025	Diana Perez
Ronnie	Feliz	Information Technology Services	Instructional Lab Assistant	INLBST-253025	Diana Perez
Priyansh	Gandi	Information Technology Services	Instructional Lab Assistant	INLBST-253025	Diana Perez
Johanne	Neus	Information Technology Services	Instructional Lab Assistant	INLBST-253025	Diana Perez
Ravi	Panagar	Information Technology Services	Instructional Lab Assistant	INLBST-253025	Diana Perez
Keyur	Patel	Information Technology Services	Instructional Lab Assistant	INLBST-253025	Diana Perez
Dhruv	Patel	Information Technology Services	Instructional Lab Assistant	INLBST-253025	Diana Perez
Dev	Patel	Information Technology Services	Instructional Lab Assistant	INLBST-253025	Diana Perez
Kevin	Patel	Information Technology Services	Instructional Lab Assistant	INLBST-253025	Diana Perez
Darshika	Patel	Information Technology Services	Instructional Lab Assistant	INLBST-253025	Diana Perez
Keyur	Patel	Information Technology Services	Instructional Lab Assistant	INLBST-253025	Diana Perez
Rebekah	Isaac	Human Resources	PT COVID Office Assistant	OFFAST-601510	Anna Krupitskiy
Anshuma	Jain	Human Resources	PT HR Administrator	HRADMPT-253020	Anna Krupitskiy
Stephanie	Pina	Human Resources	PT HR Administrator	HRADMPT-253020	Anna Krupitskiy
Ana Maria	Botea	School of Nursing and Health Professions	PT Office Assistant	OFFAST	Lori Byrd
Marolla	Youakim	Educational Opportunity Fund	Part-time EOF Tutor	EOFTUTOR-603001	Jose M. Lowe
Ariana	Calle	Student Affairs	Career Closet Coordinator	CACLCO-603055	Katherine Morales
Amareese	Forty	Student Financial Assistance	Office Assistant	OFFAST-200520	Sylvia Mendoza
Mariam	Ibrahim	Student Financial Assistance	Office Assistant	OFFAST-200520	Sylvia Mendoza
Ashley	Rinaldi	College Libraries	PT Library Associate	PTLRASO-150510	John Hernandez
Mariam	Ibrahim	Student Financial Assistance	Office Assistant	OFFAST-200520	Sylvia Mendoza

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

6. APPOINTMENT OF NEW HIRE ADJUNCT INSTRUCTORS

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

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

7. MODIFICATIONS TO STAFFING TABLE

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

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

RESOLUTION:

*The Board of Trustees approved the recommendations of the President, Administration, and Personnel Committee as outlined above in **Item VIII., Personnel Recommendations 1-7.***

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

*Introduced by: Harold Stahl
Seconded by: Silvia Rodriguez*

8 Ayes.....0 Nays

Resolutions Adopted

IX. ACADEMIC AND STUDENT AFFAIRS RECOMMENDATIONS 1-6:

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

2. Resolution Authorizing Articulation Agreement Between Hudson County Community College (HCCC) and Felician University for Academic Pathways in Biology and Mathematics was approved.
3. Resolution Authorizing Memorandum of Agreement (MOA) Between Hudson County Community College (HCCC) and New Jersey Department of Health (NJDOH) for Use of Certain NJDOH Equipment by HCCC for Purposes of NJDOH Wastewater Surveillance Program was approved.
4. Resolution Authorizing Amendment to the Memorandum of Understanding (MOU) Between Hudson County Community College (HCCC) and Year Up New York/New Jersey was approved.
5. Resolution Authorizing Memorandum of Understanding (MOU) Between Hudson County Community College (HCCC) and Hudson Regional Health for the Delivery of Diversity Training was approved.
6. Resolution Authorizing Agreement Between Hudson County Community College (HCCC) and Equus Workforce Solutions was approved.

Introduced by: Jeanette Peña
Seconded by: Edward DeFazio

8 Ayes.....0 Nays

Resolutions Adopted

X. NEW BUSINESS

Chairman Netchert offered the following remarks.

I want to reiterate Trustee Lee's comments on the STEM Water Sampling project. It's exciting for us to be designated as part of something that will contribute to only good in America. I am proud of the faculty and staff of STEM and the College as a whole.

Trustee Jeannette Peña offered the following remarks.

I agree, Chairman. Chemistry is scary for a lot of people, and to be able to see the practical applications that these professors are showing our students is exciting. I say this as a parent of a biochemistry major that I try to understand, but, most of the time, I just listen. Thank you so much for what you're doing. It really is a great project.

XI. ADJOURNMENT at 5:30 p.m.

Introduced by: Jeanette Peña
Seconded by: Roberta Kenny

8 Ayes.....0 Nays

Resolution Adopted

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

October 17, 2023

VII. FISCAL, ADMINISTRATIVE, LEASE, AND CAPITAL RECOMMENDATIONS

1. Resolution Authorizing Award of Network Managed Services

WHEREAS, Hudson County Community College ("College") needs services provided by a third party for managing the infrastructure, software and technical support ("Services") required to operate the College's network; and,

WHEREAS, these Services will assist the College in becoming Gramm-Leach-Bliley Act ("GLBA") compliant; and,

WHEREAS, pursuant to N.J.S.A. 18:64A-25.5 (a) (2), the Service is exempt from public bidding as it constitutes an extraordinary unspecifiable service; and,

WHEREAS, notwithstanding the bid exception, the College solicited proposals 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 proposals in response to the RFP:

<u>Vendor</u>	<u>Location</u>	<u>Cost</u>
Carahsoft	Reston, VA	\$205,433
Aspire Technology Partners	Eatontown, NJ	\$224,648
CBTS	Cincinnati, OH	\$332,856

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

WHEREAS, the term for the Services is two (2) years; 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 network managed services to Carahsoft of Reston, Virginia, as described herein at a cost not to exceed \$205,433.

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 ITV Technical Support

WHEREAS, Hudson County Community College ("College") needs technical support coverage for sixty-four (64) ITV video immersive classrooms that are critical to high-quality remote instruction in order to supplement in-house resources to assure no interruption to student learning when problems arise in these classrooms; 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, Aspire Technology Partners (part of OMNIA Partners, Public Sector Cooperative/Contract #01-97) has submitted a proposal for technical support at a cost not to exceed \$215,148, which represents a 9% increase from the prior year; and,

WHEREAS, the cost increase is a result of an expansion in scope of ITV utilization and not cost; and,

WHEREAS, the anticipated term is two (2) years; 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 Aspire Technology Partners of Eatontown, New Jersey, to provide ITV technical support services as described herein at a cost for the two-year period not to exceed \$215,148.

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 Document Imaging Software

WHEREAS, Hudson County Community College ("College") needs to renew the license for Laserfiche document imaging software that provides enterprise content management and enables quick integration with College systems; and,

WHEREAS, Laserfiche software allows for an automated process, the elimination of manual data entry, and supports integration with Ellucian Ethos for seamless connection to the College's colleague system; 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, Accelerated Information Systems (ESCNJ Contract #20/21-19) submitted a proposal to provide the service at a total cost not to exceed \$103,258, which represents no increase from the prior year; and,

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

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

WHEREAS, the Administration and Finance Committee recommend this award;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Hudson County Community College award a contract to Accelerated Information Systems of Hicksville, New York, for document imaging software as described herein at a cost not to exceed \$103,258.

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 Amending Resolution #12 from August 8, 2023 Board of Trustees Meeting

WHEREAS, at its August 8, 2023 regular meeting, the Board of Trustees of Hudson County Community College awarded a contract to GHA Technologies, Inc. ("GHA") for renewal of College campus-wide

Microsoft Software License with purchase of Virtual Desktop Access and Visio Professional included ("Services") on the basis that GHA previously used State Contract pricing; and,

WHEREAS, *the College has determined that GHA is not the State Contract vendor; and,*

WHEREAS, *no contract has been entered into between the College and GHA; and,*

WHEREAS, *the College wishes to rescind its award of contract to GHA and to award the contract to SHI International Corp. ("SHI"), the vendor who is on the State contract for the Services; and,*

WHEREAS, *pursuant to N.J.S.A 18A:64A:25.9, the College may, without public advertisement, purchase goods and/or services through State contracts; and,*

WHEREAS, *SHI (State Contract NJEdge #269EMCPS-19-001) has submitted a proposal for the Services at a cost not to exceed \$79,378; and,*

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

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

WHEREAS, *the Administration and Finance Committee recommend this purchase;*

NOW, THEREFORE, BE IT RESOLVED *that the Board of Trustees of Hudson County Community College hereby rescind the award of contract for the Services to GHA Technologies, Inc. for the reasons set forth above.*

BE IT FURTHER RESOLVED *that the Board of Trustees hereby award a contract to SHI International Corp. of Somerset, New Jersey, for the renewal of the College campus-wide Microsoft Software License with purchase of Virtual Desktop Access and Visio Professional through the State Contract as described herein at a total cost of \$79,378.*

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

5. Resolution Authorizing Award of Healthcare Certification Testing

WHEREAS, *Hudson County Community College ("College") requires the services of a vendor to provide Healthcare Certification Testing examinations and examination preparation materials ("Services"); and,*

WHEREAS, *these Services will be utilized by students attending classes in the Offices of Continuing Education and Workforce Development, and Nursing and Health Sciences; and,*

WHEREAS, *pursuant to N.J.S.A. 18A:64A-25.5 (a) (3), the College may, without public advertising for bids or bidding therefore, make, negotiate or award a contract for materials or supplies that are not available from more than one potential bidder, including without limitation materials or supplies that are copyrighted; and,*

WHEREAS, *notwithstanding the bid exemption, the College solicited proposals for the Services through a fair-and-open process; and,*

WHEREAS, *National Healthcareer Association ("NHA") has submitted a proposal for the Services at a cost not to exceed \$104,000; and,*

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

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

WHEREAS, *the Administration and Finance Committee recommend this purchase;*

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Hudson County Community College award a contract to National Healthcareer Association of Leawood, Kansas, to provide examinations and examination preparation materials as described herein at a cost not to exceed \$104,000.

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

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 1-5.**

1) Resolution Authorizing Award of Network Managed Services; 2) Resolution Authorizing Renewal of ITV Technical Support; 3) Resolution Authorizing Renewal of Document Imaging Software; 4) Resolution Amending Resolution #12 from August 8, 2023 Board of Trustees Meeting; and 5) Resolution Authorizing Award of Healthcare Certification Testing.

INTRODUCED BY: Bakari Lee

SECONDED BY: Pamela Gardner

DATE: October 17, 2023

DeFazio, Edward	<u>AYE</u>
Doria, Joseph	<u>ABSENT</u>
Gardner, Pamela	<u>AYE</u>
Gargiulo, Frank	<u>AYE</u>
Kenny, Roberta	<u>AYE</u>
Lee, Bakari	<u>AYE</u>
Peña, Jeanette	<u>AYE</u>
Rodriguez, Silvia	<u>ABSENT</u>
Stahl, Harold	<u>AYE</u>
Netchert, William, Chair	<u>AYE</u>

8 Aye 0 Nay

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

Alexa Riano
Signature of Recorder

10/17/2023
Date

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

October 17, 2023

VIII. PERSONNEL RECOMMENDATIONS

1. RESIGNATIONS

First Name	Last Name	Title	Effective Date
Angel	Cardenas	Support Analyst	September 21, 2023
Nicholas	Mangal	Academic Counselor, Hudson Scholars Program	October 2, 2023
Carmen	McGuire	Director, Benefits and Compensation	October 13, 2023
Frans	Moncayo	Academic Counselor, Hudson Scholars Program	September 19, 2023
Sarah	Yagoubi	Internship Coordinator (Grant-funded)	September 29, 2023

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
Suhani	Aggarwal	Associate Director, Human Resources (HRIS)	115	October 23, 2023	\$67,000.00
Larry	Anderson	Admissions Recruiter	105	October 16, 2023	\$40,000.00

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
Leymi	Abreu	Administrative Assistant, Human Resources	108	October 16, 2023	June 30, 2024	\$43,901.53
Marian	Betancourt	Student Success Coach, NJ Reentry Corporation (Grant-funded)	109	June 30, 2024	September 1, 2023	\$47,478.88
Candice	Fernandez	Academic Counselor	113	September 16, 2023	June 30, 2024	\$53,955.51
Andrea	Goodwin	Coordinator, Human Resources	109	October 16, 2023	June 30, 2024	\$47,288.81
Esperanza	Robles-Class	Academic Counselor	113	October 16, 2023	June 30, 2024	\$53,955.51
Megha	Sanghavi	Accounts Payable Officer	112	October 23, 2023	January 31, 2024	\$52,000.00
Luz	Tellez	Academic Advisor	109	September 16, 2023	June 30, 2024	\$46,096.61

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

<i>First Name</i>	<i>Last Name</i>	<i>Title</i>	<i>Salary Grade</i>	<i>Effective Date</i>	<i>Annual Salary</i>
Ashley	Pianko	Instructor, Nursing (Tenure-track)	INST	October 16, 2023	\$55,434.92

RECOMMENDATION:

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

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

<i>FIRST NAME</i>	<i>LAST NAME</i>	<i>DEPARTMENT</i>	<i>TITLE</i>	<i>POSITION ID</i>	<i>SUPERVISOR</i>
Omina	Daoud	ADJ Academic Support Services/ Tutorial Services	Tutor	TUTOR-252010	Kenny Fabara
Betzabe	Reyes	Academic Affairs/ English and ESL	ESL Office Assistant	OFFAST-101035	Alison Wakefield
Gabriela	Danta	Academic Affairs/ Humanities and Social Sciences	Oral History Project Intern	STUINTERN	Sean Egan/ Antonio Acevedo
Anais	Vazquez	Academic Affairs/Nursing and Health Professions	Office Assistant	OFFAST-101017	Lori Byrd
D'Marie	Hamilton	Accessibility Services	Notetaker/ Reader	READER-150525	Karine Davis
Ely	Amaya	College Libraries, North Hudson Campus	PT Library Associate	NHCLAPT-150510	Lisa Bogart
Jaden	Antonacci	College Libraries	PT Library Associate	PTLIBASSOC	Miki DeLaFleur
Samuel	Fernandez	College Libraries	Library Associate, Technology	PTLRTEC-150510	Jing Yang
Douglas	McKeon	College Libraries	Librarian	PTLRN-150510	John Hernandez
Bernard	Adamitey	Continuing Education and Workforce Development	PT Instructor	PTINST-103005	Catherina Mirasol
Oscar	Alvarez	Continuing Education and Workforce Development	PT Instructor	PTINST-102010 and 103005	Chastity Farrell/ Catherina Mirasol
Tatiana	Balladares	Continuing Education and Workforce Development	PT Customer Service	CSTAST-102010	Chastity Farrell
Adefolarin	Bolaji	Continuing Education and Workforce Development	PT Instructor	PTINST-103005 and 606002	Catherina Mirasol

Cynthia	Carrero	Continuing Education and Workforce Development	PT Healthcare Instructor	HCINST-103005 and 605020	Samaya Yashayeva/ Anita Belle
Yusuf	Dag	Continuing Education and Workforce Development	PT Instructor	PTINST-103005 and 603084	Catherina Mirasol
Aya	Daoud	Continuing Education and Workforce Development	PT Instructor	PTINST-103005	Catherina Mirasol
Cherise	Dawson	Continuing Education and Workforce Development	PT Instructor	PTINST-103005	Catherina Mirasol
Denise	Dubron	Continuing Education and Workforce Development	PT Instructor	PTINST-103005	Catherina Mirasol
Mohamed	Elagib	Continuing Education and Workforce Development	PT Instructor	PTINST-102010	Chastity Farrell
Ozden	Ernalbant	Continuing Education and Workforce Development	PT Instructor	PTINST-102010	Chastity Farrell
Carlos	Fernandez-Chinchilla	Continuing Education and Workforce Development	PT Academic Coach	ACDCCH-603091	Catherina Mirasol
Ernest	Fiabu	Continuing Education and Workforce Development	PT Healthcare Instructor	HCINST-103005 and 605020	Samaya Yashayeva/ Anita Belle
Isak	Gomez	Continuing Education and Workforce Development	PT Welding Instructor	PTINST-103005	Catherina Mirasol
Jaisha	Imran	Continuing Education and Workforce Development	PT Instructor	PTINST-102010	Chastity Farrell
Khurshed	Khan	Continuing Education and Workforce Development	PT Instructor	PTINST-103005	Catherina Mirasol
Rolando	Lugo	Continuing Education and Workforce Development	PT Instructor	PTINST-103005	Catherina Mirasol
Shahida	Manzoor	Continuing Education and Workforce Development	PT Instructor	PTINST-102010	Chastity Farrell
Reda	Mastouri	Continuing Education and Workforce Development	PT Instructor	PTINST-102010	Chastity Farrell

Melissa	Molinero	Continuing Education and Workforce Development	PT Instructor	PTINST-103005	Catherina Mirasol
Whitney M.	Mora Rivera	Continuing Education and Workforce Development	PT Customer Service	CSTAST-603091	Catherina Mirasol
Adrianne	Payne	Continuing Education and Workforce Development	PT Academic Coach	ACDCCH-603091	Catherina Mirasol
Laverne	Ploom	Continuing Education and Workforce Development	PT Healthcare Instructor and PT Instructor	HCINST-103005 and PTINST-102010	Samaya Yashayeva/ Chastity Farrell
Lori	Radcliffe	Continuing Education and Workforce Development	PT Healthcare Instructor	HCINST-103005 and 605020	Samaya Yashayeva/ Anita Belle
Eileen	Ressler	Continuing Education and Workforce Development	PT Instructor	PTINST-102010	Chastity Farrell
Mohamed	Sarrouti	Continuing Education and Workforce Development	PT Instructor	PTINST-102010	Chastity Farrell
Sarah	Ulloa	Continuing Education and Workforce Development	PT Customer Service	CSTAST-102010	Chastity Farrell
Bessa	Wahba	Continuing Education and Workforce Development	PT Instructor	PTINST-103005	Catherina Mirasol
Kieyeitha	Ward	Continuing Education and Workforce Development	PT Healthcare Instructor	HCINST-605020	Anita Belle
Krista	Welz	Continuing Education and Workforce Development	PT Instructor	PTINST-102010	Chastity Farrell
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
Danielle	Rizzo	Accessibility Services	Sign Language Interpreter	SIGNLAU-150525	Karine Davis
Roberto	Gomez	North Hudson Campus	Office Assistant	OFFAST-252030	Jason Figueroa
Yadeline	Tineo	North Hudson Campus	Office Assistant	OFFAST-252030	Jason Figueroa

Anabela	Cunha-Almeida	Nursing and Health Professions	Skills Lab Tutor	TUTOR-101017	Lori Byrd
Tytianna	Jackson	Educational Opportunity Fund	EOF Financial Liaison	EOFFINLIAL-150515	Jose M. Lowe
Aqsa	Naveed	Educational Opportunity Fund	EOF Financial Liaison	EOFFINLIAL-150515	Jose M. Lowe
Suton	Jordan	STEM	Lab Assistant	LABAST-101015	Burl Yearwood
Malaya	Allen	Student Financial Assistance	Office Assistant	OFFAST-200520	Sylvia Mendoza
Denifer	Garcia	Student Financial Assistance	Office Assistant	OFFAST-200520	Sylvia Mendoza
Doaa	Hussien	Student Financial Assistance	Office Assistant	OFFAST-200520	Sylvia Mendoza
Veronica	Martinez	Student Financial Assistance	Office Assistant	OFFAST-200520	Sylvia Mendoza
Reda	Mastouri	Continuing Education and Workforce Development	PT Instructor	PTINST-102010	Chastity Farrell
Melissa	Molinerio	Continuing Education and Workforce Development	PT Instructor	PTINST-103005	Catherina Mirasol
Whitney M.	Mora Rivera	Continuing Education and Workforce Development	PT Customer Service	CSTAST-603091	Catherina Mirasol
Adrianne	Payne	Continuing Education and Workforce Development	PT Academic Coach	ACDCCH-603091	Catherina Mirasol
Laverne	Ploom	Continuing Education and Workforce Development	PT Healthcare Instructor and PT Instructor	HCINST-103005 and PTINST-102010	Samaya Yashayeva/ Chastity Farrell
Lori	Radcliffe	Continuing Education and Workforce Development	PT Healthcare Instructor	HCINST-103005 and 605020	Samaya Yashayeva/ Anita Belle
Eileen	Ressler	Continuing Education and Workforce Development	PT Instructor	PTINST-102010	Chastity Farrell
Mohamed	Sarrouti	Continuing Education and Workforce Development	PT Instructor	PTINST-102010	Chastity Farrell
Sarah	Ulloa	Continuing Education and Workforce Development	PT Customer Service	CSTAST-102010	Chastity Farrell
Bessa	Wahba	Continuing Education and Workforce Development	PT Instructor	PTINST-103005	Catherina Mirasol
Kieyeitha	Ward	Continuing Education and	PT Healthcare Instructor	HCINST-605020	Anita Belle

		Workforce Development			
Krista	Welz	Continuing Education and Workforce Development	PT Instructor	PTINST-102010	Chastity Farrell
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
Danielle	Rizzo	Accessibility Services	Sign Language Interpreter	SIGNLAU-150525	Karine Davis
Roberto	Gomez	North Hudson Campus	Office Assistant	OFFAST-252030	Jason Figueroa
Yadeline	Tineo	North Hudson Campus	Office Assistant	OFFAST-252030	Jason Figueroa
Anabela	Cunha-Almeida	Nursing and Health Professions	Skills Lab Tutor	TUTOR-101017	Lori Byrd
Tytianna	Jackson	Educational Opportunity Fund	EOF Financial Liaison	EOFFINLIAL-150515	Jose M. Lowe
Aqsa	Naveed	Educational Opportunity Fund	EOF Financial Liaison	EOFFINLIAL-150515	Jose M. Lowe
Suton	Jordan	STEM	Lab Assistant	LABAST-101015	Burl Yearwood
Malaya	Allen	Student Financial Assistance	Office Assistant	OFFAST-200520	Sylvia Mendoza
Denifer	Garcia	Student Financial Assistance	Office Assistant	OFFAST-200520	Sylvia Mendoza
Doaa	Hussien	Student Financial Assistance	Office Assistant	OFFAST-200520	Sylvia Mendoza
Veronica	Martinez	Student Financial Assistance	Office Assistant	OFFAST-200520	Sylvia Mendoza

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

6. APPOINTMENT OF NEW HIRE ADJUNCT INSTRUCTORS

First Name	Last Name	School/Office
Amanda	Velez	English and ESL
Jose	Montalvo	Nursing and Health Professions
Racheal	Tikum	Nursing and Health Professions

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

7. MODIFICATIONS TO STAFFING TABLE

The following adjustments in position grades represent refinements to the new Employee Classification and Compensation System implemented last year.

<i>Current Approved Title</i>	<i>New Title/Classification</i>	<i>Incumbent (If applicable)</i>	<i>Salary Grade and Salary Adjustment (If applicable)</i>	<i>Effective Date</i>
Assistant Director, Advisement	Senior Assistant Director, Advisement	Andrew Adler	Salary Grade Change From 113 to 114 Salary Adjustment From: \$55,319.00 To: \$57,562.32	October 16, 2023
Counselor	Counselor	Marselly Almanzar	Salary Grade Change From 110 to 113 Salary Adjustment From: \$57,281.66 To: \$61,453.12	October 16, 2023
Administrative Assistant, Continuing Education and Workforce Development	Administrative Coordinator and Assistant to the Associate Vice President for Continuing Education and Workforce Development	Dalisay Bacal	Salary Grade Change From 108 to 109 Salary Adjustment From: \$45,218.57.00 To: \$47,212.00	October 16, 2023
Counselor	Counselor	Jonathan Bowman	Salary Grade Change From 110 to 113 Salary Adjustment From: \$57,281.66 To: \$61,409.57	October 16, 2023
Assistant Director, Advisement	Senior Assistant Director, Advisement	Brianna Casagrande	Salary Grade Change From 113 to 114 Salary Adjustment From: \$55,923.20 To: \$57,321.48	October 16, 2023
Assistant Director, Advisement	Senior Assistant Director, Advisement	Samantha Ceballo	Salary Grade Change From 113 to 114 Salary Adjustment From: \$56,159.00 To: \$58,015.03	October 16, 2023
Academic Counselor	Academic Counselor	Shuang De Jesus	Salary Grade Change From 110 to 113 Salary Adjustment From: \$49,440.00 To: \$55,476.61	October 16, 2023
Assistant Director, Advisement	Senior Assistant Director, Advisement	Mackenzie Johnson	Salary Grade Change From 113 to 114 Salary Adjustment From: \$56,473.00 To: \$58,183.44	October 16, 2023
Academic Counselor	Academic Counselor	Josh Mariscal	Salary Grade Change From 110 to 113 Salary Adjustment From: \$49,440.00 To: \$55,476.61	October 16, 2023
EOF Counselor	Counselor, EOF	Eric Okai	Salary Grade Change From 110 to 113 Salary Adjustment From: \$49,153.00 To: \$54,365.96	October 16, 2023
Counselor	Counselor	Daryl Osemwota	Salary Grade Change From 110 to 113 Salary Adjustment From: \$64,193.26 To: \$74,313.42	October 16, 2023

Academic Counselor	Academic Counselor	Richard Remoura	Salary Grade Change From 110 to 113 Salary Adjustment From: \$50,923.20 To: \$56,659.69	October 16, 2023
Assistant Director, Advisement	Senior Assistant Director, Advisement	Elizabeth Ryan	Salary Grade Change From 113 to 114 Salary Adjustment From: \$56,473.00 To: \$58,183.44	October 16, 2023
Director of Advisement	Associate Dean, Advisement	Gretchen Schulthes	Salary Grade Change From 119 to 120 Salary Adjustment From: \$78,255.28 To: \$88,255.28	October 16, 2023

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 7.

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

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

INTRODUCED BY:

Jeanette Peña

SECONDED BY:

Harold Stahl

DATE:

October 17, 2023

DeFazio, Edward

AYE

Doria, Joseph

ABSENT

Gardner, Pamela

AYE

Gargiulo, Frank

AYE

Kenny, Roberta

AYE

Lee, Bakari

AYE

Peña, Jeanette

AYE

Rodriguez, Silvia

ABSENT

Stahl, Harold

AYE

Netchert, William, Chair

AYE

8 Aye 0 Nay

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

Alexa Riano
Signature of Recorder

10/17/2023
Date

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

October 17, 2023

IX. ACADEMIC AND STUDENT AFFAIRS RECOMMENDATIONS

None

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

October 17, 2023

X. NEW BUSINESS

None

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

October 17, 2023

XI. ADJOURNMENT

RESOLUTION:

NOW, THEREFORE, BE IT RESOLVED that the October 17, 2023 meeting of the Hudson County Community College Board of Trustees be adjourned at 5:44 P.M.

INTRODUCED BY: Bakari Lee

SECONDED BY: Roberta Kenny

DATE: October 17, 2023

DeFazio, Edward	<u>AYE</u>
Doria, Joseph	<u>ABSENT</u>
Gardner, Pamela	<u>AYE</u>
Gargiulo, Frank	<u>AYE</u>
Kenny, Roberta	<u>AYE</u>
Lee, Bakari	<u>AYE</u>
Peña, Jeanette	<u>AYE</u>
Rodriguez, Silvia	<u>ABSENT</u>
Stahl, Harold	<u>AYE</u>
Netchert, William, Chair	<u>AYE</u>

8 Aye 0 Nay

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

Alexa Riano
Signature of Recorder

10/17/2023
Date