

HUDSON COUNTY COMMUNITY COLLEGE
North Hudson Campus
4800 Kennedy Boulevard
Union City, NJ
5:00 P.M.

Regular Meeting--Board of Trustees
October 18, 2016

AGENDA

- I. CALL TO ORDER - FLAG SALUTE** Mr. Netchert
- II. ROLL CALL AND RECOGNITION OF VISITORS**
- Trustees:**
- Kevin G. Callahan
Ingrid Rose Cooper
Karen A. Fahrenholz, Secretary/Treasurer
James Fife, Trustee Emeritus
Glen Gabert - President
Roberta Kenny
Joanne Kosakowski
Bakari Gerard Lee, Vice Chair
William J. Netchert, Chair
Jeanette Peña
Adrienne Sires
Harold Stahl
Monica Tone
- III. COMMENTS FROM THE PUBLIC** Mr. Netchert
- IV. CLOSED SESSION** (The Board of Trustees will determine whether there is a need to go into closed session at the beginning of the meeting and, if there is such a determination, an announcement will be made as to where the session will be placed on the agenda.)
- V. AWARDS, RECOGNITIONS AND SPECIAL REPORTS**
- VI. REGULAR MONTHLY REPORTS AND RECOMMENDATIONS** Dr. Gabert
1. Minutes of Previous Meetings
2. Gifts, Grants, and Contracts
- VII. FISCAL, ADMINISTRATIVE, LEASE, AND CAPITAL RECOMMENDATIONS** Dr. Gabert
- VIII. PERSONNEL RECOMMENDATIONS** Dr. Gabert
- IX. ACADEMIC AND STUDENTS AFFAIRS** Dr. Gabert
- X. NEW BUSINESS** Mr. Netchert
- XI. ADJOURNMENT** Mr. Netchert

**HUDSON COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES MEETING
October 18, 2016**

CALL TO ORDER

I. FLAG SALUTE

II. ROLL CALL AND RECOGNITION OF VISITORS

Trustees:

Kevin Callahan	<u>PRESENT</u>
Ingrid Rose Cooper	<u>ABSENT</u>
Karen A. Fahrenholz	<u>PRESENT</u>
James Fife, Trustee Emeritus, ex officio	<u>ABSENT</u>
Glen Gabert - President, ex officio	<u>PRESENT</u>
Roberta Kenny	<u>ABSENT</u>
Joanne Kosakowski	<u>PRESENT</u>
Bakari Lee	<u>PRESENT</u>
William J. Netchert	<u>ABSENT</u>
Jeanette Peña	<u>PRESENT</u>
Adrienne Sires	<u>ABSENT</u>
Harold G. Stahl	<u>PRESENT</u>
Monica Tone	<u>PRESENT</u>

This meeting is called in conformance with the "Open Public Meetings Act." A notice of the meeting of the Board of Trustees was transmitted to all Board members, advertised in The Jersey Journal, The Star Ledger, filed with each Office of the Hudson County Municipal Clerks, and posted on the Public Bulletin Boards of the Hudson County Community College at 25 Journal Square, 70 Sip Avenue, Jersey City, New Jersey and at the North Hudson Campus, Union City, New Jersey stating the date, time and place of said meeting.

**HUDSON COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES MEETING
October 18, 2016**

III. COMMENTS FROM THE PUBLIC

None

**HUDSON COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES MEETING
October 18, 2016**

IV. CLOSED SESSION

None

**HUDSON COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES MEETING
October 18, 2016**

V. AWARDS, RECOGNITIONS AND SPECIAL REPORTS

President Gabert congratulated Trustee Lee on his appointment as Chair of ACCT. Trustee Lee thanked President Gabert and Chairman Netchert for their leadership and support. He also thanked County officials for resolutions presented at the ACCT reception in New Orleans.

President Gabert gave the following dates for upcoming events:

- *October 27 – West Hudson Scholarship Committee Taste of Fall Dinner, Culinary Conference Center*
- *October 29th – Open House, Library Building, Journal Square Campus*
- *November 17 – Open House, North Hudson Campus*
- *December 1st – Foundation Gala – Culinary Conference Center*
- *December 8th – Hudson County Chamber Legends Ball, Liberty House Restaurant, Jersey City*

**HUDSON COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES MEETING
October 18, 2016**

VI. REGULAR MONTHLY REPORTS AND RECOMMENDATIONS

1. MINUTES OF PREVIOUS MEETINGS

The Minutes of the Regular Meeting of September 13, 2016 are herewith officially submitted to the Board Trustees for approval. (Attachment A)

Recommendation:

It is the recommendation of the President that the Board of Trustees accept the Minutes of the Regular Meeting of September 13, 2016.

2. GIFTS, GRANTS, AND CONTRACTS REPORT

The College has made the following grant & contract proposals:

TITLE: Humanities Connection Grant

AGENCY: National Endowment for the Humanities

PURPOSE OF GRANT: The HCCC Humanities Connections Grant Team submitted the final proposal to the NEH for the Humanities Connections Grant Program. The proposal outlines our plans to develop collaborative learning hubs.

COLLEGE ADMINISTRATORS: Heather Devries, Joe Colicchio, Ryan Martin, and Chris Wahl

COLLEGE CONTRIBUTION: 0

AWARD AMOUNT: \$97,000

RESOLUTION: Now, therefore, be it resolved that the Board of Trustees accept Item VI. Regular Monthly Reports and Recommendations #1 and #2.

INTRODUCED BY: Kevin Callahan

SECONDED BY: Karen Fahrenholz

DATE: October 18, 2016

Callahan, Kevin	<u>AYE</u>
Fahrenholz, Karen	<u>AYE</u>
Kenny, Roberta	<u>ABSENT</u>
Kosakowski, Joanne	<u>AYE</u>
Lee, Bakari	<u>AYE</u>
Peña, Jeanette	<u>AYE</u>
Sires, Adrienne	<u>ABSENT</u>
Stahl, Harold	<u>AYE</u>
Tone, Monica	<u>AYE</u>
Netchert, William, Chair	<u>ABSENT</u>

7 Ayes..... 0 Nay

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

Jennifer Oakley
Signature of Recorder

10-18-16
Date

**ATTACHMENT A
ITEM VI**

**HUDSON COUNTY COMMUNITY COLLEGE
Board of Trustees Meeting
Mary T. Norton Room
Jersey City, NJ**

**REGULAR MEETING --- BOARD OF TRUSTEES
September 13, 2016**

MINUTES

PRESENT: Kevin Callahan, Karen Fahrenholz, Glen Gabert, (ex officio), Joanne Kosakowski, William Netchert, Harold Stahl, and Monica Tone.

ABSENT: Ingrid Rose Cooper, Student Alumni Representative, James Fife, Trustee Emeritus, (ex officio), Roberta Kenny, Bakari Lee, Jeanette Peña, and Adrienne Sires.

Counsel to the Board: Sheri Seigelbaum, Esq. for Scarinci & Hollenbeck

HCCC Staff and Visitors present were: Ilya Ashmyan, Ana Chapman, Israel Chia, Eric Friedman, Dorothea Graham-King, Pamela Littles, Jose Lowe, Patrick Moore, Jennifer Navas, Rafael Nivar, Jennifer Oakley, Ferdinand Orock, Ismael Randazzo, Qamar Raza, Vivyen Ray, Catherine Sirangelo, Jerry Trombella, Chris Wahl, Christiane Warren, Lilisa Williams, Marcella Williams, Veronica Zeichner.

I. CALL TO ORDER - FLAG SALUTE 5:00 PM

II. ROLL CALL AND RECOGNITION OF VISITORS

The regular meeting was called to order by William Netchert at 5:00 p.m. and roll called by Marcella Williams.

III. COMMENTS FROM THE PUBLIC - None

IV. CLOSED SESSION - None

V. AWARDS, RECOGNITIONS AND SPECIAL REPORTS

President Gabert reported that credit hour enrollments could be down as much as 10% and that he would share information about final registration with the College Community.

President Gabert reported that Dr. Gerardo E. de los Santos, Senior Fellow for Civitas Learning, will be the keynote speaker on In-Service day Wednesday, September 21st.

Chairman Netchert reported that Trustee Lee will be installed as the National President of the Association of Community College Trustees (ACCT) in New Orleans, October 7th.

VI. REGULAR MONTHLY REPORTS AND RECOMMENDATIONS

1. Minutes of the Regular meeting of September 13, 2016.
2. Gifts, Grants and Contract Reports

2. GIFTS, GRANTS, AND CONTRACTS REPORT

The College has made the following grant & contract proposals:

TITLE: HCCC Foundation Gala Sponsorship

AGENCY: Provident Bank Foundation

PURPOSE OF GRANT: The Grants Office submitted a proposal to the Provident Bank Foundation requesting \$4,000 to sponsor the HCCC Foundation Gala

COLLEGE ADMINISTRATORS: Ryan Martin, Joseph Sansone

COLLEGE CONTRIBUTION: 0

AWARD AMOUNT: \$4,000

TITLE: Humanities Connection Grant

AGENCY: National Endowment for the Humanities

PURPOSE OF GRANT: The HCCC Humanities Connections Grant Team submitted a draft proposal to the NEH in an effort to receive feedback with the goal of strengthening the full proposal that is due in October. The proposal outlines our plans to develop collaborative learning hubs.

COLLEGE ADMINISTRATORS: Ryan Martin, Joe, Colicchio, Heather Devries, and Chris Wahl

COLLEGE CONTRIBUTION: 0

AWARD AMOUNT: \$83,000

TITLE: HCCC Foundation Gala Sponsorship

AGENCY: PSEG

PURPOSE OF GRANT: The HCCC Foundation received a sponsorship from PSEG to support the HCCC Foundation Gala

COLLEGE ADMINISTRATORS: Ryan Martin, Joseph Sansone

COLLEGE CONTRIBUTION: 0

AWARD AMOUNT: \$250

Introduced by: Joanne Kosakowski

Seconded by: Karen Fahrenholz

6 Ayes.....0 Nays Resolution Adopted

VII. FISCAL, ADMINISTRATIVE, LEASE, AND CAPITAL RECOMMENDATIONS

- 1) Resolution to Extend Custodial Management Services for FY 2017
- 2) Resolution to approve award of contract for Custodial Cleaning Services to Maverick Building Services
- 3) Award for Architect/Engineering Services
- 4) Award for Architect/Engineering Services
- 5) Parking Agreement with Journal Square Ramp Garage, for Fiscal Year 2016-2017
- 6) Resolution to purchase textbooks for the Reserves Collection at both Libraries
- 7) Resolution Authorizing the Award of a Linen Supply Vendor for the Culinary Arts Department

- 8) Renewal of Integrated Library System (ILS) Vendor for Library FY 2017
- 9) Rental of New Jersey City University's Laboratory for HCCC Microbiology Classes
- 10) Resolution to Approve Auditing Services for FY 2016
- 11) Affiliation Agreement between Richmond University Medical Center and HCCC – School of Radiography
- 12) Affiliation Agreement between HUMC Opco LLC d/b/a CarePoint Health- Hoboken University Medical Center and HCCC School of Radiography, and
- 13) Resolution Authorizing the Award of a Contract for Public Relations Consultant for FY 2016.

Introduced by: Kevin Callahan

Seconded by: Harold Stahl

6 Ayes.....0 Nays

Resolution Adopted

VIII. PERSONNEL RECOMMENDATIONS

1. RETIREMENT

<u>Name</u>	<u>Title</u>	<u>Effective Date</u>
Judith Bender	Associate Professor	1/1/2017

2. RESIGNATIONS

<u>Name</u>	<u>Title</u>	<u>Effective Date</u>
Vanessa Martinez	Assistant Registrar	9/9/2016

<u>Name</u>	<u>Title</u>	<u>Effective Date</u>
Jade Gore	Counselor	9/1/2016

3. STAFFING AUTHORIZATION TABLE MODIFICATION.

TITLE CHANGE

FROM: Associate Dean of Enrollment
TO: Dean of Enrollment

4. APPOINTMENT OF STAFF

<u>Name</u>	<u>Title</u>	<u>Effective Date</u>	<u>Annual Salary</u>
Lisa Dougherty	Dean of Enrollment	9/14/2016	\$125,000.00 (pro-rated)

Note: This is a new position.

5. TEMPORARY FULL-TIME FACULTY ASSIGNMENTS

<u>Name</u>	<u>Title</u>	<u>Effective Date</u>	<u>Annual Salary</u>
Angela Addy	Instructor, English as a Second Language	08/15/2016 12/31/2016	\$22,108.50 (pro-rated)
Kasaun E. Henry	Instructor, History	08/15/2016 12/31/2016	\$22,108.50 (pro-rated)
Walter Lindsey	Instructor, English	08/15/2016 12/31/2016	\$22,108.50 (pro-rated)

**6. APPOINTMENT OF ADDITIONAL NEW & CONTINUING PART-TIME HIRES:
SEPTEMBER 13, 2016– DECEMBER 31, 2016.**

LAST NAME	FIRST NAME	DEPARTMENT	TITLE	POSITION ID	SUPERVISOR
RODRIGUEZ	MARLENI	STEM	OFFICE ASST	OFFAST-101015	F. OROCK
ABUAWADA	SARA	NURSING & HEALTH	OFFICE ASST	OFFNHC-252030	C. SIRANGELO
AWADEH	NIJMA	ESL	STUDENT ASST	ESLC-101035	E. NEHREBECKI
ALMAHDY	HANA	ADJ ACAD SUP	SI LEADER	SILEAD-150505	P. BANDYOPADHYAY
IMRAN	JAISHA	ADJ ACAD SUP	SI LEADER	SILEAD-150505	P. BANDYOPADHYAY
ALKUINO	MICHAELANGELO	CBI	INSTRUCTOR	PTINST-103005	C. MIRASOL
CHAHINE	ALAIN	CBI	INSTRUCTOR	PTINST-103005	C. MIRASOL
DIAW	CHIMERE	CBI	INSTRUCTOR	PTINST-103005	C. MIRASOL
ROSENBERG	STUART	CBI	INSTRUCTOR	PTINST-103005	C. MIRASOL
DEPHILLIPS	LAUREN	COMMUNITY EDUC	INSTRUCTOR	ESLC-102010	J. NAVAS
GUERRA	CARMEN	COMMUNITY EDUC	PT-COORDINATOR	PTCOORD-102010	J. NAVAS
NUNEZ	VIRGINIA	COMMUNITY EDUC	CUSTOMER SERV ASST	CSTAST-102010	J. NAVAS
FARFAN	MARCELA	CAREER DEVELOP	ADVISOR	ADVISOR-200510	A. SAINI

CONTINUING PART TIME HIRES

LAST NAME	FIRST NAME	DEPARTMENT	TITLE	POSITION ID	SUPERVISOR
BANASIAK	ALLEN MARI	ADJ ACAD SUP	SI LEADER	SILEAD-150505	P. BANDYOPADHYAY
JAVEED	MOHAMAD	ADJ ACAD SUP	SI LEADER	SILEAD-150505	P. BANDYOPADHYAY
SAUNDERS	DANIEL	CBI	INSTRUCTOR	PTINST-103005	C. MIRASOL
CID	ALEXANDER	STEM	LAB ASST	LABAST-101015	I. EL-ACHKAR

RECOMMENDATION:

7. APPOINTMENT OF ADDITIONAL NEW HIRE ADJUNCTS SPRING 2016.

LAST NAME	FIRST NAME	DEPARTMENT
JOHNSON	QUINN	HUMANITIES
JACQUES	STEPHANIE	SOCIAL SCIENCES
ZAMPAS	JOANNA	ESL
BULATOVIC	ANAMARI	NURSING & HEALTH SCIENCES
MUNDY	GERARD	HUMANITIES
PEARSON	KENNETH	ACADEMIC FOUNDATIONS – ENGLISH
BETTAIEB	HASSEN	ESL
PRINCE	NICHOLETTA	SOCIAL SCIENCES
SAN ANDRES	JAMIE	SOCIAL SCIENCES
OZOKA	VIVIAN	STEM
NIEWODOWSKI	KATHERINE	ARTS
CLEFFI	YOLANDA	SOCIAL SCIENCES
SPORCIC	TIMOTHY	ACADEMIC FOUNDATIONS – ENGLISH
DONNELLY	EVELYN	HUMANITIES
VILNYANSKAYA	ALLA	ACADEMIC FOUNDATIONS – ENGLISH
SPERANZA	JOHN	SOCIAL SCIENCES
MULLAGHY	BRIAN	STEM
LOPES	CAROLINE	CASS
SMITH	RAMONE	SOCIAL SCIENCES
CRUZ-MARULANDA	JENNIFER	CASS
CROSSON	JAMES	HUMANITIES
JARAMILLO	CESAR	ACADEMIC FOUNDATIONS – MATH
ZAMPAS	JOANNA	ESL
SOLOMON	JAMES	STEM
O'MELIA	GINA	SOCIAL SCIENCES
SHERIDAN	RUTH	ACADEMIC FOUNDATIONS – MATH
ONWUCHEKWA	MICHAEL	ACADEMIC FOUNDATIONS – MATH
MELLEBY	NICOLE	ACADEMIC FOUNDATIONS – ENGLISH
STATELLA	LANA	SOCIAL SCIENCES
ARENA-PICCOLI	JULIE	SOCIAL SCIENCES

Introduced by: Kevin Callahan

Seconded by: Bakari Lee

6 Ayes.....0 Nays

Resolution Adopted

IX. ACADEMIC AND STUDENT AFFAIRS

1. Proposal to suspend recruitment in selected degree and certificate programs

Effective Fall 2016, for the following programs:

AA Liberal Arts –American/Latino/Women's Studies

AA Liberal Arts – Criminal Justice & Human Services and AAS – Criminal Justice

Certificate – Dietary Management – with Rutgers

Introduced by: Karen Fahrenholz

Seconded by: Joanne Kosakowski

6 Ayes.....0 Nays Resolution Adopted

X. NEW BUSINESS

XI. ADJOURNMENT 5:25 P.M.

Introduced by: Kevin Callahan

Seconded by: Karen Fahrenholz

6 Ayes.....0 Nays Resolution Adopted

**HUDSON COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES MEETING
October 18, 2016**

VII. FISCAL, ADMINISTRATIVE, LEASE, AND CAPITAL RECOMMENDATIONS

1. Resolution Rejecting Bids for Elevator Maintenance Services Contract

WHEREAS, the Hudson County Community College (the "College") received bids for the elevator maintenance services contract; and

WHEREAS, two bids were received by the College for this contract; and

WHEREAS, the bids exceeded the budget set forth for this contract and pursuant to N.J.S.A. 40A:11-13.2 the College seeks to reject all of the bids received and to substantially revise the bid specifications for the elevator maintenance services contract; and

WHEREAS, the College will revise the bid specs substantially and will re-advertise for the receipt of bids for the elevator maintenance services contract; and

NOW THEREFORE, be it resolved by the Board of Trustees of the Hudson County Community College that all of the bids received for the elevator maintenance services are hereby rejected; and

BE IT FURTHER RESOLVED that the bid specifications shall be revised and new bids shall be sought for the elevator maintenance services contract.

2. Award for a Construction Manager

WHEREAS, the College has a need to contract professional Construction Manager Services; and

WHEREAS, this service is exempt from bidding Pursuant to N.J.S.A. 18A:64A-25.5(15); and

WHEREAS, this service is pursuant to the Business Entity Disclosure Process; and

WHEREAS, the Purchasing Agent has determined and certified in writing that the present/anticipated value will exceed \$17,500; and

WHEREAS, the anticipated term is from December 1, 2016 to November 30, 2017; and

WHEREAS, MAST Construction Services, Inc. of Little Falls, New Jersey is the proposed vendor to provide these services at a cost not to exceed \$403,524; and

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

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

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Hudson County Community College authorizes the Purchasing Agent to approve MAST Construction Services, Inc. of Little Falls, New Jersey as the vendor to provide these services as described herein at a cost not to exceed \$403,524.

3. Real Estate Counsel Services for Fiscal Year 2017

WHEREAS, the College has a need to contract for real estate counsel services; and

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

WHEREAS, this service is pursuant to the Business Entity Disclosure Process; and

WHEREAS, the Purchasing Agent has determined and certified in writing that the present/anticipated value will exceed \$17,500; and

WHEREAS, the anticipated term is from November 1, 2016 to October 31, 2017; and

WHEREAS, John Curley LLC is the proposed vendor to provide these services; and

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

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

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Hudson County Community College does hereby authorize the College to enter into an agreement with John Curley, LLC to provide real estate counsel services for Hudson County Community College, in accordance with the proposal for these services.

4. Award to Install Hardware Equipment

WHEREAS, there is a need to provide Cisco equipment at 162 Sip Avenue, 2nd floor; and

WHEREAS, the Purchasing Agent has determined and certified in writing that the present/anticipated value will exceed \$17,500; and

WHEREAS, the College has used a State Contract Vendor, Johnston Communications Voice and Data of Kearny, New Jersey (State Contract # 80802 & T-1316), at a total cost not to exceed \$38,000; and

WHEREAS, the cost of this equipment will be funded from Chapter 12 Funds; and

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

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Hudson County Community College authorizes the Purchasing Agent to approve Johnston Communications as the vendor to provide this equipment as described herein at a cost not to exceed \$38,000.

5. Award to Install Hardware Equipment

WHEREAS, there is a need to install 54 Data Drops and Patch Panels for 162 Sip Avenue, 2nd Floor; and

WHEREAS, the Purchasing Agent has determined and certified in writing that the present/anticipated value will exceed \$17,500; and

WHEREAS, the College has used a State Contract Vendor, Johnston Communications Voice and Data of Kearny, New Jersey (State Contract # 80802 & T-1316), at a total cost not to exceed \$21,050; and

WHEREAS, the cost of this equipment will be funded from Chapter 12 Funds; and

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

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Hudson County Community College authorizes the Purchasing Agent to approve Johnston Communications as the vendor to provide this equipment as described herein at a cost not to exceed \$21,050.

6. Award to Install Hardware Equipment

WHEREAS, there is a need to install Cisco Hardware equipment at 4800 Kennedy Blvd, North Hudson Campus; and

WHEREAS, the Purchasing Agent has determined and certified in writing that the present/anticipated value will exceed \$17,500; and

WHEREAS, the College has used a State Contract Vendor, Johnston Communications Voice and Data of Kearny, New Jersey (State Contract # 80802 & T-1316), at a total cost not to exceed \$34,831; and

WHEREAS, the cost of this equipment will be funded from Chapter 12 Funds; and

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

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Hudson County Community College authorizes the Purchasing Agent to approve Johnston Communications as the vendor to provide this equipment as described herein at a cost not to exceed \$34,831.

7. Award to Install 3 Sharp 70" TV Displays

WHEREAS, there is a need to install three Sharp 70" Displays at 4800 Kennedy Blvd, North Hudson Campus; and

WHEREAS, the Purchasing Agent has determined and certified in writing that the present/anticipated value will exceed \$17,500; and

WHEREAS, the College has used a State Contract Vendor, Sharp Electronics of Mahwah, New Jersey (State Contract # 64040 & 82710), at a total cost not to exceed \$24,185; and

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

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

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Hudson County Community College authorizes the Purchasing Agent to approve Sharp Electronics as the vendor to provide this equipment as described herein at a cost not to exceed \$24,185.

8. Second- One Year Contract Renewal for FLIK Hospitality Group

REPORT/BACKGROUND

The current five-year contract with Compass Group USA, Inc. D/B/A Flik Hospitality Group for management of the Culinary Conference Center expired February 29, 2016. The terms of the agreement allow for a renewal period of up to two years. The current one-year renewal expires February 28, 2017. Academic Affairs Division, on behalf of Hudson County Community College, would like to exercise its option to renew the contract for the second one year commencing March 1, 2017 through February 28, 2018. The current

contract stipulates that notification of intention to renew should be at least sixty [60] days prior to expiration of initial term.

RECOMMENATION:

The President, the Administration, and the Finance Committee recommend that the Board of Trustees approve a one year contract renewal with Flik Hospitality Group through February 28, 2018.

9. Resolution Authorizing the Renewal of the Blackboard Learning Essentials Bundle

WHEREAS, the College has a need to renew the course delivery software and its related modules; and

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

WHEREAS, this service is pursuant to the Business Entity Disclosure Process; and

WHEREAS, the Purchasing Agent has determined and certified in writing that the present/anticipated value will exceed \$17,500.00; and

WHEREAS, the anticipated term is one year beginning on November 1, 2016; and

WHEREAS, Blackboard, Inc. of Washington, DC is the proposed vendor to provide this software, at a total cost not to exceed \$133,213; and

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

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

NOW THEREFORE, BE IT RESOLVED that the Board of Trustees of Hudson County Community College authorizes the Purchasing Agent to approve Blackboard, Inc. as a pay-to-play vendor as described herein at total cost not to exceed \$133,213.

10. Resolution Authorizing the Renewal of the Blackboard Help Desk and Student Password Reset Service

WHEREAS, the College has a need to renew the 24/7 technical support service access for HCCC students and faculty; and

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

WHEREAS, this service is pursuant to the Business Entity Disclosure Process; and

WHEREAS, the Purchasing Agent has determined and certified in writing that the present/anticipated value will exceed \$17,500.00; and

WHEREAS, the anticipated term is one year beginning on November 1, 2016; and

WHEREAS, Blackboard, Inc. of Washington, DC is the proposed vendor to provide these services, at a total cost not to exceed \$61,580; and

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

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

NOW THEREFORE, BE IT RESOLVED that the Board of Trustees of Hudson County Community College authorizes the Purchasing Agent to approve Blackboard, Inc. as a pay-to-play vendor as described herein at total cost not to exceed \$61,580.

11. Purchase of Integrated Library System (ILS) Vendor for Library for FY 2017 to FY2019

WHEREAS, the College has a need for a system that handles library functions like cataloging, circulation, and patron data updates; and

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

WHEREAS, this service is pursuant to the Business Entity Disclosure Process; and

WHEREAS, the Purchasing Agent has determined and certified in writing that the present/anticipated value will exceed \$17,500; and

WHEREAS, the Anticipated term is from November 14, 2016 to November 14, 2017; and

WHEREAS, ByWater Solutions of Santa Barbara, California is the proposed vendor to provide this system, at a total cost not to exceed \$24,300; and

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

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

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Hudson County Community College authorized the Purchasing Agent to approve ByWater Solutions as a pay-to-play certified vendor as described herein at a cost not to exceed \$24,300.

12. Resolution Authorizing the Award of Service of Hudson County Sheriff Department for FY 2017

WHEREAS, the College has a need to implement an escort service for bank deposits to make the deposit process more secure; and

WHEREAS, the Purchasing Agent has determined and certified in writing that the present/anticipated value will exceed \$17,500.00; and

WHEREAS, the anticipated term is fiscal year 2017; and

WHEREAS, Hudson County Sheriff Department of Jersey City, New Jersey would like to enter into a shared services agreement under N.J.S.A. 40A:65-1 in order to provide an escort to and from the bank at a total cost not to exceed \$25,000; and

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

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

NOW THEREFORE, BE IT RESOLVED that the Board of Trustees of Hudson County Community College authorizes the Purchasing Agent to approve Hudson County Sheriff Department of Jersey City, New Jersey as described herein at a total cost not to exceed \$25,000.

13. Resolution Authorizing the Award of a Subscription Service for the Library

WHEREAS, the College has a need to use a subscription service for the library during the year; and

WHEREAS, this service is exempt from bidding Pursuant to N.J.S.A. 18A:64A-25.5 (6); and

WHEREAS, this service is pursuant to the Business Entity Disclosure Process; and

WHEREAS, the Purchasing Agent has determined and certified in writing that the present/anticipated value will exceed \$17,500; and

WHEREAS, the anticipated term is fiscal year 2017; and

WHEREAS, EBSCO Information Services of Tenaflly, New Jersey is the proposed vendor to provide these services, at a total cost not to exceed \$26,139; and

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

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

NOW THEREFORE, BE IT RESOLVED the Board of Trustees of Hudson County Community College authorizes the Purchasing Agent to approve EBSCO Information Services as a pay to play certified vendor as described herein at a cost not to exceed \$26,139.

14. Affiliation Agreement between St. Ann's Home and HCCC for the Certified Nurse Aide Program

WHEREAS, the College currently offers a Certified Nurse Aide Program requiring clinical practicums; and

WHEREAS, these clinical sites require and Affiliation Agreement stipulating the roles, responsibilities, physical requirements and other terms of the agreement covering students and faculty; and

WHEREAS, the College has established a Certified Nurse Aide Program and desires to develop a clinical affiliation with St. Ann's Home located at 198 Old Bergen Road, New Jersey 07305 for purposes of providing clinical experience to students; and

WHEREAS, the anticipated term is two years commencing December 1 2016; and

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

NOW, THEREFORE, BE IT RESOLVED that that College may enter into this affiliation agreement with St. Ann's Home for the purposes of clinically educating Hudson County Community College students.

15. Affiliation Agreement between North Hudson Community Action Corporation and HCCC for the Practical Nursing Program

WHEREAS, the College currently offers degrees and certificates in the Practical Nursing Program requiring clinical practicums; and

WHEREAS, these clinical sites require and Affiliation Agreement stipulating the roles, responsibilities, physical requirements and other terms of the agreement covering students and faculty; and

WHEREAS, the College has established a Practical Nursing Program and desires to develop a clinical affiliation with North Hudson Community Action Corporation located at 714 West 14th Street, Union City, New Jersey for purposes of providing clinical experience to students; and

WHEREAS, the anticipated term is from September 26, 2016 until December 22, 2017; and

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

NOW, THEREFORE, BE IT RESOLVED that that College may enter into this affiliation agreement with North Hudson Community Action Corporation for the purposes of clinically educating Hudson County Community College students

16. New Dell Computers and equipment for upgrade to G102 computer lab

WHEREAS, the College has a need to purchase 26 Optiplex 7040 SFF Desktop Computers, 26 Dell 22" P2217H Monitors, and 26 Display Port to VGA Adapters for use in the G102 Lab.; and

WHEREAS, the Purchasing Agent has determined and certified in writing that the present anticipated value will exceed \$17,500.00; and

WHEREAS, Dell of Round Rock, Texas, (NJ State Contract#: 89967), has quoted a price for the computers at a cost not to exceed \$32,854; and

WHEREAS, the cost of the computers will be funded from Title V Grant; and

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

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Hudson County Community College authorize the Purchasing Agent to approve the purchase with Dell of Round Rock, Texas (NJ State Contract#: 89967), as described herein at a cost not to exceed \$32,854.

17. Resolution Authorizing the Award of Services from Tyco SimplexGrinnell

WHEREAS, the College has a need to provide professional maintenance services; and

WHEREAS, the Purchasing Agent has determined and certified in writing that the present anticipated value will exceed \$17,500; and

WHEREAS, the anticipated term is fiscal year 2017; and

WHEREAS, Tyco SimplexGrinnell of Rockaway, New Jersey (NJ State Contract Number A83717) is the proposed vendor to provide these services at a cost not to exceed \$36,164; and

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

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

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Hudson County Community College authorizes the Purchasing Agent to approve Tyco Simplex Grinnell of Rockaway, New Jersey (NJ State Contract Number A83717) at a cost not to exceed \$36,164.

RESOLUTION:

NOW THEREFORE BE IT RESOLVED that the Board of Trustees approve the recommendations of the President, the Administration, and the Finance Committee as outlined above in **Item VII. Fiscal, Administrative, Lease and Capital Recommendations 1-17:** 1) Resolution Rejecting Bids for Elevator Maintenance Services Contract, 2) Award for a Construction Manager, 3) Real Estate Counsel Services for Fiscal Year 2017, 4) Award to Install Hardware Equipment, 5) Award to Install Hardware Equipment, 6) Award to Install Hardware Equipment, 7) Award to Install 3 Sharp 70" TV Displays, 8) Second- One Year Contract Renewal for FLIK Hospitality Group, 9) Resolution Authorizing the Renewal of the Blackboard Learning Essentials Bundle, 10) Resolution Authorizing the Renewal of the Blackboard Help Desk and Student Password Reset Service, 11) Purchase of Integrated Library System (ILS) Vendor for Library for FY 2017 to FY2019, 12) Resolution Authorizing the Award of Service of Hudson County Sheriff Department for FY 2017, 13) Resolution Authorizing the Award of a Subscription Service for the Library, 14) Affiliation Agreement between St. Ann's Home and HCCC for the Certified Nurse Aide Program, 15) Affiliation Agreement between North Hudson Community Action Corporation and HCCC for the Practical Nursing Program, 16) New Dell Computers and equipment for upgrade to G102 computer lab, and 17) Resolution Authorizing the Award of Services from Tyco SimplexGreinnell

INTRODUCED BY: Bakari Lee

SECONDED BY: Jeanette Peña

DATE: October 18, 2016

Callahan, Kevin	<u>AYE</u>
Fahrenholz, Karen	<u>AYE</u>
Kenny, Roberta	<u>ABSENT</u>
Kosakowski, Joanne	<u>AYE</u>
Lee, Bakari	<u>AYE</u>
Peña, Jeanette	<u>AYE</u>
Sires, Adrienne	<u>ABSENT</u>
Stahl, Harold	<u>AYE</u>
Tone, Monica	<u>AYE</u>
Netchert, William, Chair	<u>ABSENT</u>

7 Ayes..... 0 Nay

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

Jennifer Oakley
Signature of Recorder

10-18-16
Date

**HUDSON COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES MEETING
October 18, 2016**

VIII. PERSONNEL RECOMMENDATIONS

1. RESIGNATIONS

REPORTS/BACKGROUND

<u>Name</u>	<u>Title</u>	<u>Effective Date</u>
Monteria Bass	Health Professions Coordinator	9/16/2016
<u>Name</u>	<u>Title</u>	<u>Effective Date</u>
Steve Mercado	Admissions Recruiter	9/23/2016
<u>Name</u>	<u>Title</u>	<u>Effective Date</u>
Phoebe Michail	Admissions Recruiter	9/23/2016
<u>Name</u>	<u>Title</u>	<u>Effective Date</u>
Joy Smith	Director of EOF	9/23/2016
<u>Name</u>	<u>Title</u>	<u>Effective Date</u>
Maria Guzman	Secretary, Social Sciences	9/30/2016
<u>Name</u>	<u>Title</u>	<u>Effective Date</u>
Romilda Vaccarella	Director of Student Accounts	9/30/2016
<u>Name</u>	<u>Title</u>	<u>Effective Date</u>
Nicholas Jones	Counselor	10/04/2016
<u>Name</u>	<u>Title</u>	<u>Effective Date</u>
Carol Van Houten	Dean of College Libraries	10/31/2016

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

2. APPOINTMENT OF STAFF

REPORTS/BACKGROUND

<u>Name</u>	<u>Title</u>	<u>Effective Date</u>	<u>Annual Salary</u>
Leonid Freydin	Lead Electrician	10/19/2016	\$70,000.00 (pro-rated)

Note: This is a new position.

<u>Name</u>	<u>Title</u>	<u>Effective Date</u>	<u>Annual Salary</u>
Matthew Fessler	Director of Admissions	10/19/2016	\$65,000.00 (pro-rated)

Note: This is an approved position. This is a replacement for Jose Olivares.

<u>Name</u>	<u>Title</u>	<u>Effective Date</u>	<u>Annual Salary</u>
Aniesa Atiyyeh	Counselor	10/19/2016	\$48,000.00 (pro-rated)

Note: This is an approved position. This is a replacement for Antonio Talamo.

<u>Name</u>	<u>Title</u>	<u>Effective Date</u>	<u>Annual Salary</u>
Jenny Henriquez	Counselor	10/19/2016	\$48,000.00 (pro-rated)

Note: This is an approved position. This is a replacement for Jada Gore.

<u>Name</u>	<u>Title</u>	<u>Effective Date</u>	<u>Annual Salary</u>
Toni Bennett	Accountant	10/19/2016	\$42,000.00 (pro-rated)

Note: This is an approved position. This is a replacement for Rozeena Rathore.

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

3. TEMPORARY FULL-TIME ASSIGNMENT

REPORTS/BACKGROUND

<u>Name</u>	<u>Title</u>	<u>Effective Date</u>	<u>Annual Salary</u>
Valine Braña	Secretary	10/19/2016	\$30,000.00

Note: This is an approved confidential temporary full-time position.

<u>Name</u>	<u>Title</u>	<u>Effective Date</u>	<u>Annual Salary</u>
Tim Brown	Admissions Recruiter	10/19/2016	\$38,000.00

Note: This is an approved temporary full-time position.

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

4. TEMPORARY FULL-TIME FACULTY ASSIGNMENTS

REPORTS/BACKGROUND

<u>Name</u>	<u>Title</u>	<u>Effective Date</u>	<u>Annual Salary</u>
Usha Wadhwani	Instructor, English	08/15/2016 12/31/2016	\$22,108.50 (pro-rated)

Note: This is an approved non-tenure track temporary faculty position.

<u>Name</u>	<u>Title</u>	<u>Effective Date</u>	<u>Annual Salary</u>
Victor Moruzzi	Instructor, CBI	10/19/2016 12/31/2016	\$22,108.50 (pro-rated)

Note: This is an approved non-tenure track temporary faculty position.

RECOMMENDATION:

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

5. APPOINTMENT OF ADDITIONAL NEW & CONTINUING PART-TIME HIRES: OCTOBER 18, 2016– DECEMBER 31, 2016.

LAST NAME	FIRST NAME	DEPARTMENT	TITLE	POSITION ID	SUPERVISOR
DRENNAN	DANIEL	LIBRARY	PT LIBRARIAN	PTLRN-150510	C. VAN HOUTEN
FRENCH	ED STONE	ACAD SUPPORT SERVICES	TUTOR	TUTOR-150505	P. BANDYOPADHYAY
SHAH	SHIVANI	ACAD SUPPORT SERVICES	TUTOR	TUTOR-150505	P. BANDYOPADHYAY
MONTALVO	JOSE	GRANTS	PT INSTRUCTOR	PTINST-601076	C. MIRASOL
ALPHONSE	PEGGY	BUS, CUL & HOSP	RECEIVING CLERK	RECLERK-101030	P. DILLON
CADIGAN	ROBERT	COMMUNITY EDUCATION	PT INSTRUCTOR	PTINST-102010	J. NAVAS
BAEZ	MATTHEW	EDUCATIONAL OPPORTUNITY FUND	OFFICE ASSISTANT	OFFAST-150515	J. LOWE
PRIVAT	VIERGELINE	EDUCATIONAL OPPORTUNITY FUND	OFFICE ASSISTANT	OFFAST-150515	J. LOWE

CONTINUING PART TIME HIRES

LAST NAME	FIRST NAME	DEPARTMENT	TITLE	POSITION ID	SUPERVISOR
O'GARA	LAUREN	COMMUNITY ED	PT COORDINATOR	CORDNPT-102025	J. NAVAS
CONTLA	HAIDE	DEAN OF INST/SCI	OFFICE ASST	OFFAST-101005	J. MARLIN
BRAN	ANGELICA	ACAD SUPPORT SERVICES	TUTOR	TUTOR0150505	P. BANDYOPADHYAY
JOHNSON	JAMAR	ADVISEMENT & COUNSELING	PT ADVISOR	ADVISOR-200510	S. MAGLIULO

RECOMMENDATION:

The President, the Administration and the Personnel Committee recommend that the Board of Trustees approve the Appointment of Additional New & Continuing Part-Time Assignments listed above as Personnel Recommendation Item No.5.

6. APPOINTMENT OF ADDITIONAL NEW HIRE ADJUNCTS FALL 2016.

LAST NAME	FIRST NAME	DEPARTMENT
MELLEBY	NICOLE	ACADEMIC FOUNDATIONS – ENGLISH
KAUR	AVNEET	ACADEMIC FOUNDATIONS – MATH
SHERIDAN	RUTH	ACADEMIC FOUNDATIONS – MATH
ONWUCHEKWA	MICHAEL	ACADEMIC FOUNDATIONS – MATH
NATROSHVILI	TAMAR	ALLIED HEALTH
WILLIAMSON MCKIE	TANEYA	BUSINESS, CULINARY AND HOSPITALITY
GANAPIN	DELFIN	ENGLISH
FRAZIER	CLINTON	ENGLISH
REIZIS	NATASHA	ENGLISH
SUNGKAKITKORANE	ANCHALEE	ENGLISH
POSLUSNY	SUSAN	ENGLISH
BEAUFORT	KARA	ENGLISH
NURSE	BRIANA	ENGLISH
BURKE	ELAINE	ESL
KOCHUT	MARY ANNE	HUMANITIES
KRUPP	JON	HUMANITIES
STATELLA	LANA	SOCIAL SCIENCES
ARENA-PICCOLI	JULIE	SOCIAL SCIENCES

OMELIA	GINA	SOCIAL SCIENCES
KWAME	OWUSU	STEM
YUHAS	CATHERINE	STEM
ONDIEKI	DANIEL	STEM
ZLOTKIN	HOWARD	STEM

RECOMMENDATION:

The President, the Administration and the Personnel Committee recommend that the Board of Trustees approve the Appointment of Additional New Hire Adjuncts for Fall FY 2016 listed above as Personnel Recommendation Item No 6.

NOW, THEREFORE BE IT RESOLVED that the Board of Trustees approve the recommendations of the President, the Administration and the Personnel Committee as outlined above in **Item VIII. Personnel Recommendations 1-6:** (1) Resignations (2) Appointment of Staff (3) Temporary Full-Time Assignments (4) Temporary Full-Time Faculty Assignments (5) Appointment of Additional New and Continuing Part-Time Hires, and (6) Appointment of Additional New Hire Adjuncts Fall 2016.

INTRODUCED BY: Joanne Kosakowski

SECONDED BY: Karen Fahrenholz

DATE: October 18, 2016

Callahan, Kevin	<u>AYE</u>
Fahrenholz, Karen	<u>AYE</u>
Kenny, Roberta	<u>ABSENT</u>
Kosakowski, Joanne	<u>AYE</u>
Lee, Bakari	<u>AYE</u>
Peña, Jeanette	<u>AYE</u>
Sires, Adrienne	<u>ABSENT</u>
Stahl, Harold	<u>AYE</u>
Tone, Monica	<u>AYE</u>
Netchert, William, Chair	<u>ABSENT</u>

7 Ayes..... 0 Nay

RESOLUTION ADOPTED

Jennifer Oakley
Signature of Recorder

10-18-16
Date

**HUDSON COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES MEETING
October 18, 2016**

IX. ACADEMIC AND STUDENT AFFAIRS

None

**HUDSON COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES MEETING
October 18, 2016**

X. NEW BUSINESS

HUDSON COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES MEETING
October 18, 2016

XI. ADJOURNMENT

THAT, the meeting be adjourned at 5:15 P.M.

INTRODUCED BY: Jeanette Peña

SECONDED BY: Harold Stahl

DATE: October 18, 2016

Callahan, Kevin	<u>AYE</u>
Fahrenholz, Karen	<u>AYE</u>
Kenny, Roberta	<u>ABSENT</u>
Kosakowski, Joanne	<u>AYE</u>
Lee, Bakari	<u>AYE</u>
Peña, Jeanette	<u>AYE</u>
Sires, Adrienne	<u>ABSENT</u>
Stahl, Harold	<u>AYE</u>
Tone, Monica	<u>AYE</u>
Netchert, William, Chair	<u>ABSENT</u>

7 Ayes..... 0 Nay

RESOLUTION ADOPTED

Jennifer Oakley
Signature of Recorder

10-18-16
Date