

HUDSON COUNTY COMMUNITY COLLEGE
Mary T. Norton Room
70 Sip Avenue, 4th Floor
Jersey City, NJ
Convene after Reorganization Meeting
5:00 P.M.

Regular Meeting--Board of Trustees
November 20, 2012

AGENDA

- I. CALL TO ORDER - FLAG SALUTE** Mr. Netchert
- II. ROLL CALL AND RECOGNITION OF VISITORS**
- Trustees:**
- Joseph Cundari, Trustee Emeritus
Karen A. Fahrenholz
James Fife
Glen Gabert - President
Shannon Gallagher
Roberta Kenny
Joanne Kosakowski
Bakari Gerard Lee, Vice Chair
William J. Netchert, Chair
Jeanette Peña
Adrienne Sires
Katia Stack, Secretary/Treasurer
Alfred Zampella
- 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
November 20, 2012**

CALL TO ORDER

I. FLAG SALUTE

II. ROLL CALL AND RECOGNITION OF VISITORS

Trustees:

Joseph Cundari, Trustee Emeritus, ex-officio	<u>ABSENT</u>
Karen A. Fahrenholz	<u>PRESENT</u>
James Fife	<u>PRESENT</u>
Glen Gabert - President, ex officio	<u>PRESENT</u>
Shannon Gallagher, Student Alumni Representative, ex officio	<u>PRESENT</u>
Roberta Kenny	<u>PRESENT</u>
Joanne Kosakowski	<u>PRESENT</u>
Bakari Lee	<u>PRESENT</u>
William J. Netchert	<u>PRESENT</u>
Jeanette Peña	<u>ABSENT</u>
Adrienne Sires	<u>ABSENT</u>
Katia Stack	<u>ABSENT</u>
Alfred Zampella	<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 Higher Education Center, Union City, New Jersey stating the date, time and place of said meeting.

**HUDSON COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES MEETING
November 20, 2012**

III. COMMENTS FROM THE PUBLIC

Dr. Lloyd Kahn, Professor of Life Science and President of the Professional Association said the Professional Association appreciated the approval of the union contract. He thanked Dr. Gabert, Dr. Eric Friedman and Chanida Katkanant for their support and participation at the July 18th Phi Theta Kappa event held at the Conference Center. Dr. Kahn also congratulated Shannon Gallagher, new Student Alumni Representative, for doing an excellent job as the past President of Phi Theta Kappa.

**HUDSON COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES MEETING
November 20, 2012**

IV. CLOSED SESSION - None

**HUDSON COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES MEETING
November 20, 2012**

V. AWARDS, RECOGNITIONS AND SPECIAL REPORTS

Retirees Dr. David Rosenthal, Professor of Physics (joined staff August 15, 1985) and Patricia Sikorski, Executive Administrative Assistant (joined staff August 10, 1987) were acknowledged and Patricia Sikorski was presented with a plaque for her dedication and service to the College.

Dr. Gabert reminded Trustees of upcoming events:

- | | | |
|---------------------------------|----------|--|
| <i>November 26</i> | <i>-</i> | <i>NJCCC Meeting, 6:00 – 8:00 pm
East Windsor Holiday Inn</i> |
| <i>December 6th</i> | <i>-</i> | <i>Foundation Gala, 6:00 pm
Culinary Conference Center</i> |
| <i>December 11</i> | <i>-</i> | <i>Rich Voorhees, Consultant, Mission Statement meetings with Trustees
and Freeholders Culinary Conference Center</i> |
| <i>December 13th</i> | <i>-</i> | <i>Meet and Greet Board of Trustees, Foundation Board and West Hudson
Scholarship Committee, 6:00 pm President Gabert's Home</i> |
| <i>December 18th</i> | <i>-</i> | <i>Rescheduled - Chamber of Commerce Legends Ball 6:00 pm, Liberty
Science Center</i> |
| <i>December 20th</i> | <i>-</i> | <i>Holiday Reception for College Staff, 2:00-5:00 pm
Culinary Conference Center</i> |
| <i>January 24</i> | <i>-</i> | <i>College In-Service, 9:00 a.m.
Culinary Conference Center</i> |

Employee Scholarship Luncheon cancelled because of Hurricane Sandy will be rescheduled.

**HUDSON COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES MEETING
November 20, 2012**

VI. REGULAR MONTHLY REPORTS AND RECOMMENDATIONS

1. MINUTES OF PREVIOUS MEETINGS

The Minutes of the Regular Meeting of October 9, 2012 with September 11, 2012 resolutions ratified 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 October 9, 2012 with September 11, 2012 resolutions ratified.

2. GIFTS, GRANTS, AND CONTRACTS REPORT

The College has made the following grant & contract proposals:

TITLE: H1-B Technical Skills Training Grant

AGENCY: United States Department of Labor

PURPOSE OF GRANT: The College received a \$180,000 grant from the USDOL as part of a consortium application. The goal of the funding is to reduce the number of H1-B Visas issued to foreign nationals by training and or retraining unemployed American workers in the STEM areas.

COLLEGE ADMINISTRATOR: Ryan Martin

COLLEGE CONTRIBUTION: 0

DATES OF GRANT: 10/1/12 – 9/30/15

TITLE: Pharmaceutical Manufacturing Technician Training Program

AGENCY: National Science Foundation

PURPOSE OF GRANT: The College submitted an application with the New Jersey Institute of Technology proposing the creation of a Pharmaceutical Manufacturing Program.

COLLEGE ADMINISTRATOR: Ryan Martin / Mojdeh Tabatabaie

COLLEGE CONTRIBUTION: 0

DATES OF GRANT: 10/1/13 – 9/30/16

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

INTRODUCED BY: James Fife

SECONDED BY: Karen Fahrenholz

DATE: November 20, 2012

Fahrenholz, Karen	<u>AYE</u>
Fife, James	<u>AYE</u>
Kenny, Roberta	<u>AYE</u>
Kosakowski, Joanne	<u>AYE</u>
Lee, Bakari	<u>ABSTAIN</u>
Peña, Jeanette	<u>ABSENT</u>
Sires, Adrienne	<u>ABSENT</u>
Stack, Katia	<u>ABSENT</u>
Zampella, Alfred	<u>AYE</u>
Netchert, William, Chair	<u>AYE</u>

6 Ayes..... 1 Abstention..... 0 Nay

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

Jennifer Oakley
Signature of Recorder

11-20-12
Date

ATTACHMENT A

ITEM VI. Regular Monthly Reports

**HUDSON COUNTY COMMUNITY COLLEGE
Board of Trustees Meeting
North Hudson Higher Education Center
4800 Kennedy Boulevard
Union City, NJ**

**REGULAR MEETING --- BOARD OF TRUSTEES
October 9, 2012**

MINUTES

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

II. ROLL CALL AND RECOGNITION OF VISITORS

PRESENT: Karen Fahrenholz, James Fife, Glen Gabert, (ex officio), Roberta Kenny, Joanne Kosakowski, William Netchert, Jeanette Peña, Adrienne Sires, and Alfred Zampella.

ABSENT: Joseph Cundari, Trustee Emeritus, (ex officio), Bakari Lee, and Katia Stack

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

The meeting was called to order by William Netchert at 5:00 p.m. and roll called by Jennifer Oakley.

HCCC staff and visitors present were: Dorothy Anderson, Jessica Brito, Brian Cardenas, Joseph Colicchio, Sharon D'Agastino, James Dobles, Michael Ferlise, Elaine Foster, Patricia Jones, Lloyd Kahn, Sami Khouzam, Randi Miller, Patrick Moore, Patricia Murphy, Jennifer Oakley, Dr. Ferdinand Oroock, Paula Pando, Timothy Peacock, Joan Rafter, Ismael Randazzo, Qamar Raza, Megan Regodon, Cathie Seidman, John Sommer, Rosie Soy, Jeremiah Teipen, Rick Voorhees, and Marcella Williams, David Winner, Vincent Zicoello.

III. COMMENTS FROM THE PUBLIC

Chairman Netchert congratulated President Gabert and Jennifer Oakley for winning two prestigious regional awards from the Association of Community College Trustees (ACCT). The College will receive the Charles Kennedy Equity Award recognizing not only the diversity at HCCC but also the College's success in making this diversity an institutional strength. Jennifer Oakley will be presented with the ACCT Professional Board Staff Award at the Leadership Congress in Boston in October. Jennifer has been at the College for 33 years.

Dr. Lloyd Kahn, Professor of Life Science and President of the Professional Association spoke about the need for a higher starting salary for faculty. Faculty members Cathy Seidman, Michael Ferlise, Joseph Colicchio, Nancy Booth, Denise Phillips and Qamar Raza each addressed the Board of Trustees and made personal statements related to issues being negotiated.

James Dobles, a student at the College, spoke about the importance of attracting the right teachers.

Dr. Lloyd Kahn asked everyone to vote for the Educational Bond Issue at the November election.

IV. CLOSED SESSION - None

V. AWARDS, RECOGNITIONS AND SPECIAL REPORTS

Dr. Richard Voorhees, consultant, gave a presentation on the project in process to update the College Mission Statement.

VI. REGULAR MONTHLY REPORTS AND RECOMMENDATIONS

1. *The September 11th Board of Trustees Meeting was cancelled due to a lack of quorum.*

2. *Gifts, Grants and Contract Reports*

The College has made the following grant & contract proposals:

TITLE: Verizon Foundation Golf Outing/Gala Sponsorship

AGENCY: Verizon Foundation

PURPOSE OF GRANT: Sponsor the HCCC Foundation Gala and Golf Outing

COLLEGE ADMINISTRATOR: Ryan Martin

COLLEGE CONTRIBUTION: 0

DATES OF GRANT: \$12,000 in Funding Requested from Verizon for FY13

TITLE: PNC Foundation Transitional College/Express Remediation

AGENCY: PNC Foundation

PURPOSE OF GRANT: Sponsor Express Remediation courses for incoming/returning students

COLLEGE ADMINISTRATOR: Ryan Martin

COLLEGE CONTRIBUTION: 0

DATES OF GRANT: \$10,624 in Funding Requested from PNC for FY13

TITLE: Goldman Sachs Associates Package Sponsorship for HCCC Foundation

AGENCY: Goldman Sachs Foundation

PURPOSE OF GRANT: Associates Package Sponsorship

COLLEGE ADMINISTRATOR: Ryan Martin
COLLEGE CONTRIBUTION: 0
DATES OF GRANT: \$10,000 in Funding Requested from Goldman Sachs for FY13

TITLE: Wells Fargo/Robert Sydney Needham Scholarship
AGENCY: Wells Fargo Bank Foundation

PURPOSE OF GRANT: Scholarships
COLLEGE ADMINISTRATOR: Ryan Martin
COLLEGE CONTRIBUTION: 0
DATES OF GRANT: \$5,000 in Funding Requested from Wells Fargo Foundation for FY13

TITLE: Provident Bank Foundation Associates Package Sponsorship for HCCC Foundation
AGENCY: Provident Bank Foundation
PURPOSE OF GRANT: Associates Package Sponsorship
COLLEGE ADMINISTRATOR: Ryan Martin
COLLEGE CONTRIBUTION: 0
DATES OF GRANT: \$10,000 in Funding Received from Provident Bank Foundation for FY13

TITLE: PSEG Foundation Associates Package Sponsorship for HCCC Foundation
AGENCY: PSEG Foundation
PURPOSE OF GRANT: Associates Package Sponsorship
COLLEGE ADMINISTRATOR: Ryan Martin
COLLEGE CONTRIBUTION: 0
DATES OF GRANT: \$10,000 Funding Requested from PSEG Foundation for FY13

TITLE: TD Bank Foundation Transitional College/Express Remediation
AGENCY: TD Bank Foundation
PURPOSE OF GRANT: Sponsor Express Remediation courses for incoming/returning students
COLLEGE ADMINISTRATOR: Ryan Martin
COLLEGE CONTRIBUTION: 0
DATES OF GRANT: \$13,641 in Funding Requested from PSEG Foundation for FY13

Introduced by: Joanne Kosakowski

Seconded by: James Fife

8 Ayes.....0 Nays

Resolution Adopted

VI.(a) APPROVAL OF ALL RESOLUTIONS THAT WERE DISTRIBUTED FOR THE SEPTEMBER 11, 2012 BOARD OF TRUSTEES MEETING WHICH WAS CANCELLED DUE TO A LACK OF QUORUM.

Begin Resolutions From September 11th

VI. REGULAR MONTHLY REPORTS AND RECOMMENDATIONS

1. Minutes of the Regular Meeting of August 14, 2012.
2. Gifts, Grants and Contract Reports

The College has made the following grant & contract proposals:

TITLE: Bridging Cultures Bookshelf: Muslim Journeys
AGENCY: National Endowment for the Humanities/American Library Association
PURPOSE OF GRANT: Receive a reference bookshelf at the HCCC LRC designed to familiarize the American public with Islam and the cultural heritage of Islamic civilizations around the world.
COLLEGE ADMINISTRATOR: Ellen Renaud
COLLEGE CONTRIBUTION: \$0
DATES OF GRANT: 1/14/13 – 12/31/13

VII. FISCAL, ADMINISTRATIVE, LEASE, AND CAPITAL RECOMMENDATIONS

1. Faculty & Staff Parking at West New York Municipal Lot;
2. Award of Office Supplies Vendor for Three (3) Years FY 13 – 15;
3. Award of Temporary Employment Services FY 13 & FY 14;
4. Resolution Authorizing the Award of a Linen Supply Vendor for Culinary Arts Program;
5. Authorizing the Award of a Specialty Foods Vendor for Culinary Arts Program;
6. Resolution Authorizing the Award of a Seafood Vendor for Culinary Arts Program;
7. Resolution Authorizing the Award of a Dairy Food Vendor for Culinary Arts Program;
8. Award of a Food Vendor for the Culinary Arts Program;
9. Resolution Authorizing the Award of a Food Cleaning Supplies & Small Implements Vendor for Culinary Arts Program;
10. Purchase of Network Switches for 870 Bergen Avenue;
11. Purchase of Supplies for the Culinary Arts Institute;
12. Dinner Sponsor for Annual College Foundation Dinner 2012;
13. Resolution Authorizing Rental Room Location Agreements Between HCCC, Compass Group USA D/B/A FLIK International Corp. (FLIK & Triage Entertainment Inc.), and
14. Reports of the Facilities Committee for Construction Oversight.

VIII. PERSONNEL RECOMMENDATIONS

1. RESIGNATIONS

<u>Name</u>	<u>Title</u>	<u>Effective Date</u>
Michele Carley	Counselor	08/29/2012
Sheral Scott	Coordinator, Evening, Weekends & Off sites Program	08/31/2012
<u>Name</u>	<u>Title</u>	<u>Effective Date</u>
Kris Krishnan	Associate Dean of Research & Planning	09/07/2012

2. APPOINTMENT OF STAFF

<u>Name</u>	<u>Title</u>	<u>Effective Date</u>	<u>Annual Salary</u>
Zayda Franco	Administrative Assistant, Dean of Arts & Sciences	09/12/2012	\$36,000 (pro-rated)
Elham Kamali	Secretary, Academic Foundations	09/12/2012	\$25,000 (pro-rated)

3. APPOINTMENT OF ADDITIONAL NEW & CONTINUING PART-TIME HIRES: SEPTEMBER 12 – JUNE 30, 2013.

Last Name	First Name	Department	Title
Antala	Jay	ADJ Academic Support Services	Tutor
Gonzalez	Daniel	ADJ Academic Support Services	Tutor
Miranda	Roberto	ADJ Academic Support Services	Tutor
Nadalin	Bruno	ADJ Academic Support Services	Tutor
Altaai	Aseel	Center for Business & Industry	Instructor
Balbi	John Luis	Center for Business & Industry	Instructor
Coto	Hector	Center for Business & Industry	Instructor
Foster	Juliet	Center for Business & Industry	Instructor
Haas	Kim	Center for Business & Industry	Instructor
Ahmed	Sabeen	Disability Support Services	Note taker/Reader
Dantone	Jenny	Disability Support Services	Sign Language Interpreter
Jaikisson	Martha	Disability Support Services	Note taker/Reader
Gooding	Daniella	Health, Science & Technology	Office Assistant
Courtier	Devlyn	Library/LRC	Library Clerical Assistant

4. **MODIFICATIONS OF STAFFING TABLE FOR FY13**

<u>NAME</u>	<u>TITLE CHANGES</u>	<u>SALARY ADJUSTMENT</u>
Pam Bandyopadhyay	FROM: Assistant Dean, Academic Affairs (ADJ Center) TO: Associate Dean, Division of Academic Development & Support Services (ADJ Center)	FROM: \$77,145 TO: \$85,000 for FY '13

DELETE TITLE:

Assistant Dean, Academic Affairs
(ADJ Center)

ADD TITLE:

Coordinator, Writing Center

IX. ACADEMIC AND STUDENT AFFAIRS

1. Termination of selected HCCC Degree and Certificate Programs
2. Renewal of a Separate Memorandum of Understanding Between: (A) HCCC and Bayonne Medical Center School of Nursing and (B) HCCC and Christ Hospital School of Nursing for the AS Cooperative Nursing Program; and (C) HCCC and Liberty Health Care System - Jersey City Medical Center for the AAS and Certificate Paramedic Science Program
3. 'Affiliate Faculty' Status for (A) the Nursing Instructors at Bayonne Medical Center School of Nursing and Christ Hospital School of Nursing – Partner Institutions for HCCC's A.S. Cooperative Nursing Program; and for (B) the Paramedic Science Instructors at Jersey City Medical Center, Partner Institution for HCCC's A.A.S./Certificate Paramedic Science Programs

End Resolutions From September 11th

Introduced by: Joanne Kosakowski

Seconded by: Karen Fahrenholz

8 Ayes.....0 Nays

Resolution Adopted

VII. FISCAL, ADMINISTRATIVE, LEASE, AND CAPITAL RECOMMENDATIONS

1. Award of Shuttle Services for FY 13 and FY 14,
2. Purchase of Dell Storage Area Network,

3. Exercise the Month-to-Month Option for the Datatel (Ellucian) WCMS Managed Services for the Web Page FY 13, and
4. Employee Health Care Waiver Policy.

Introduced by: Adrienne Sires

Seconded by: James Fife

8 Ayes.....0 Nays

Resolution Adopted

VIII. PERSONNEL RECOMMENDATIONS

1. RESIGNATION

<u>Name</u>	<u>Title</u>	<u>Effective Date</u>
Linda Rodrigues	Associate Dean of Humanities and Social Sciences	12/31/2012

2. APPOINTMENT OF STAFF

<u>Name</u>	<u>Title</u>	<u>Effective Date</u>	<u>Annual Salary</u>
Ariel Lopez	Secretary, Non-Traditional Programs	10/10/2012	\$25,000 (pro-rated)

Shelia Soriano	Student Financial Assistant, Student Affairs	10/10/2012	\$25,000 (pro-rated)
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<u>Name</u>	<u>Title</u>	<u>Effective Date</u>	<u>Annual Salary</u>
Alexa Martinez	Executive Administrative Assistant, VP of Student Affairs/NHC	10/10/2012	\$38,000 (pro-rated)

<u>Name</u>	<u>Title</u>	<u>Effective Date</u>	<u>Annual Salary</u>
Russell Taboso	Assistant CIO, Information Technology Services	10/10/2012	\$75,000 (pro-rated)

3. TEMPORARY ASSIGNMENTS

<u>Name</u>	<u>Title</u>	<u>Effective Date</u>	<u>Annual Salary</u>
Aminata Adewumi	Instructor, Math	8/15/2012	\$18,000
		12/17/2012	(pro-rated)
Kathryn Buckley	Instructor, English (Academic Foundations)	8/15/2012	\$18,000
		12/17/2012	(pro-rated)
Victoria Llerena	Instructor, English	08/15/2012	\$18,000
		12/17/2012	(pro-rated)

<u>Name</u>	<u>Title</u>	<u>Effective Date</u>	<u>Annual Salary</u>
Abderrahim Mazzouri	Instructor, Math	08/15/2012	\$18,000
		12/17/2012	(pro-rated)
John Nutakor	Instructor, Physics/Math	08/15/2012	\$18,000
		12/17/2012	(pro-rated)
Robert Perry	Instructor, English (Academic Foundations)	08/15/2012	\$18,000
		12/17/2012	(pro-rated)
Denise Knapp Rossilli	Instructor, Human Services	08/15/2012	\$18,000
		12/17/2012	(pro-rated)
Katerina A. Schneidman	Instructor, ESL	08/15/2012	\$18,000
		12/17/2012	(pro-rated)

**4. APPOINTMENT OF ADDITIONAL NEW & CONTINUING PART-TIME
HIRES: SEPTEMBER 12 – JUNE 30, 2013.**

Last Name	First Name	Department	Title
Ramnarine	Kristina	ADJ Academic Support Services	Tutor
Cappelluti	Elizabeth	Advisement & Counseling	Advisor
Croswell	Yolanda	Disability Support Services	Notetaker/Reader
Elkholy	Mariam	Disability Support Services	Notetaker/Reader
Kinneer	Kristen	Disability Support Services	Notetaker/Reader
Lopez	Angela	Disability Support Services	Notetaker/Reader
McCusker	Siobhan	Disability Support Services	Sign Language Interpreter
Mouzakes	Yvonne	Disability Support Services	Notetaker/Reader
Rolon-Casey	Timothy	Disability Support Services	Notetaker/Reader
Smith	Jennifer	Disability Support Services	Sign Language Interpreter
Torlic	Denis	Disability Support Services	Notetaker/Reader
Edwards	Valisha	Educational Opportunity Fund	Graduate Tutor
Mealow	Khurram	IT	Lab Assistant
Patel	Mrugya	IT	Lab Assistant
Rodriguez	Maria	IT	Lab Assistant
Valderrama	Jesenia	IT	Lab Assistant
Lendorf	Manuel	Library/Learning Resources Center	Library Clerical Assistant
Kinberg	Moriah	Non Credit Programs	Non-Credit Instructor
Sadi	Maria	Non Credit Programs	Non-Credit Instructor

**5. APPOINTMENT OF ADJUNCT FACULTY & OVERLOAD POOL FOR
ACADEMIC YEAR 2012-2013**

LAST NAME	FIRST NAME	DEPARTMENT
ABRHAM	MICHAEL	Academic Foundations
AHMED	MARYSTELLA	Academic Foundations
AILES	EMERY	Academic Foundations
ALEXANDER	ROBERT	Academic Foundations
BELLEZA	ANA CELILIA	Academic Foundations
BENDER	ELLEN	Academic Foundations
BRADLEY	NAIMEH	Academic Foundations
BRODY	JACQUELINE	Academic Foundations
BRYANT	CHRISTINE	Academic Foundations
CAMPBELL	REBECCA	Academic Foundations
CAMPBELL	STEPHEN	Academic Foundations
CHEE A TOW	REGINOLD WIN	Academic Foundations
CHU	ANTHONY	Academic Foundations
COLEMAN	ERIC	Academic Foundations
COLEY	BETTINA	Academic Foundations
CORDERO	JOSEPH	Academic Foundations
CRADDOCK	IESHA TERRELL	Academic Foundations
DAVIS	APRIL	Academic Foundations
DEL ROSARIO	STELLA	Academic Foundations
Desembran	Rosanna	Academic Foundations
DUCHONWSKI	MONICA	Academic Foundations
FANNING	SHARON	Academic Foundations
FELDNOV	AMY M	Academic Foundations
GARCIA	EDWIN	Academic Foundations
GRIMALDI	ROSE	Academic Foundations
GRINBERG	MICHAEL	Academic Foundations
HYNES	NANCY E.	Academic Foundations
JONES	PAULA	Academic Foundations
LUNA	MARIA	Academic Foundations
MEJIA	LANCE	Academic Foundations
PANDYA	BHAGAVAT	Academic Foundations
PHILLIPS	RODNEY	Academic Foundations
REIMER	CYNTHIA A.	Academic Foundations

ROSKOP	THOMAS	Academic Foundations
SAEVERDRA	CRISTINA	Academic Foundations
SCHEUER	JUDITH	Academic Foundations
SHEFFIELD	EMMA JEAN	Academic Foundations
SINGLETON	JHON M.	Academic Foundations
Streeter	Edward	Academic Foundations
THOMPSON	SAMETTA	Academic Foundations
WINGARD	CLEOPATRA JUDIT	Academic Foundations
CHAIT	JEFFREY	Business & Industry
DALTON	ROSE ALICE	Business & Industry
GLINBIZZI	RAPHAEL J.	Business & Industry
KOLBINGER	RONALD	Business & Industry
MAC INNES	JAMES H.	Business & Industry
MAIGNAN	JESSE	Business & Industry
MALUCHNIK	DENNIS	Business & Industry
Mohammed	Nazam	Business & Industry
PIATKOWSKI	DENNIS J.	Business & Industry
SIMPSON	LEO	Business & Industry
STAMAS	LEONIDAS G.	Business & Industry
THOMAS	DANIELLE	Business & Industry
WENDOWLOWSKI	JENNA	Business & Industry
YALLEY	JOHN	Business & Industry
ZAPPY	MARK	Business & Industry
ALBANESE	RICHARD P.	Culinary Arts
BAMPER	ED	Culinary Arts
CLODE	ANTHONY W.	Culinary Arts
DA SILVA	SUSAN	Culinary Arts
ELLIOTT	DAVID	Culinary Arts
FOSTER	MAGDALENA	Culinary Arts
GONNERMAN	ROBERT	Culinary Arts
Hamer	Robert	Culinary Arts
KADKO	SAM NATHAN	Culinary Arts
KONIG	BARBARA SUE	Culinary Arts
KOVARCIK	STEPHEN	Culinary Arts
MARTINELLI	GINA	Culinary Arts
MARTTZ	KARL	Culinary Arts
MORUZZI	VICTOR JOSEPH	Culinary Arts
MUNZ	DIANNA	Culinary Arts
PASCALE	FRANK	Culinary Arts

PUKDEEDAMRONGRIT	ANUCHI	Culinary Arts
Ridel	Alain	Culinary Arts
RUBIN	ANDREW	Culinary Arts
SPIVACK	CHARLES	Culinary Arts
WEBB (Jefferson)	TONJA	Culinary Arts
Abuhouran	Manal	ESL/Bilingual & Development Ed
ARMANIOUS	SOLA I.	ESL/Bilingual & Development Ed
ASHMEADE	RENEE	ESL/Bilingual & Development Ed
ATIENZA	NORMITA G.	ESL/Bilingual & Development Ed
BOBEA	JENNY	ESL/Bilingual & Development Ed
BOOKMAN	KAREN	ESL/Bilingual & Development Ed
BORROERO	PATRIZIA	ESL/Bilingual & Development Ed
BURRIS	TROY ANDREW	ESL/Bilingual & Development Ed
CIL	MAYDA	ESL/Bilingual & Development Ed
Corcoran	Daryl	ESL/Bilingual & Development Ed
DEER	NOELLE	ESL/Bilingual & Development Ed
EADY	LYNN M.	ESL/Bilingual & Development Ed
ECHERRI	CARMEN VICTORIA	ESL/Bilingual & Development Ed
EREN	NURSEN	ESL/Bilingual & Development Ed
GIMPRICH	SUSANA	ESL/Bilingual & Development Ed
GORDON	MICHELE	ESL/Bilingual & Development Ed
HENRY	AYANNA	ESL/Bilingual & Development Ed
HOLUB	ALEXANDER JAY	ESL/Bilingual & Development Ed
ILINA	REZEDA	ESL/Bilingual & Development Ed
JACKSON	TANIKA	ESL/Bilingual & Development Ed
JANONG	LULU	ESL/Bilingual & Development Ed
JEAN	YONDELKA	ESL/Bilingual & Development Ed
KARNICKA	JOANNA	ESL/Bilingual & Development Ed
KRAENZLIN	TARA LOUISE	ESL/Bilingual & Development Ed

KUTUBUDDIN	NIPON	ESL/Bilingual & Development Ed
LAZO	THELMA	ESL/Bilingual & Development Ed
LAZO	THELMA	ESL/Bilingual & Development Ed
LOBO	CHRISTOPHER	ESL/Bilingual & Development Ed
MANSOUR	SARAH	ESL/Bilingual & Development Ed
MARTINEZ	MARIA	ESL/Bilingual & Development Ed
McCARTHY	MICHAEL	ESL/Bilingual & Development Ed
MENDOZA	HECTOR	ESL/Bilingual & Development Ed
MESA	RAUL	ESL/Bilingual & Development Ed
MONDEJAR NICASIO	MARIA	ESL/Bilingual & Development Ed
MUNTASSER	SAADA	ESL/Bilingual & Development Ed
NAGAYO	FELICITAS	ESL/Bilingual & Development Ed
NOURAVI	MANDY	ESL/Bilingual & Development Ed
O'CAMPO	NORBERTO	ESL/Bilingual & Development Ed
OLIVEROS	ROSARIO RAFOLS	ESL/Bilingual & Development Ed
PADRYADCHIKOVA	YADVIGA	ESL/Bilingual & Development Ed
PILIGIAN	KAREN	ESL/Bilingual & Development Ed
POLIAKAITE	ALINA	ESL/Bilingual & Development Ed
PONDER	SIBYL A.	ESL/Bilingual & Development Ed
PRADERA	RANDY	ESL/Bilingual & Development Ed
PREZIOSO	MICHELE	ESL/Bilingual & Development Ed
RAMIREZ	DOUGLAS J.	ESL/Bilingual & Development Ed
REPIC	GEORGE	ESL/Bilingual & Development Ed
RIVERA	CARMEN S.	ESL/Bilingual & Development Ed
ROSARIO (ROSA RIO)	JOSE LUIS (JO)	ESL/Bilingual & Development Ed
ROWE	AUDRENE	ESL/Bilingual & Development Ed
RUSKIN	JULIA	ESL/Bilingual & Development Ed

SKLAR	ROBYN	ESL/Bilingual & Development Ed
Somasundaram	Pamathi	ESL/Bilingual & Development Ed
STRAUSSBERG	MICELLE	ESL/Bilingual & Development Ed
TAHROUR (YAGOUBI)	SALIHA	ESL/Bilingual & Development Ed
TILLEY	THOMAS	ESL/Bilingual & Development Ed
VAN GENDT	JOHANNA	ESL/Bilingual & Development Ed
VILLARRUBIA (ARVANETES)	HARRIET	ESL/Bilingual & Development Ed
WANG	BING QING	ESL/Bilingual & Development Ed
WHALLEY	MARY	ESL/Bilingual & Development Ed
ZHYLINA	IRYNA	ESL/Bilingual & Development Ed
MATAMOROS	JONATHAN	Health, Science & Technology
ABADEER	KAMEL ESHAK	Health, Science & Technology
ABDULLAH	SIRHAN	Health, Science & Technology
AFTAB	MOHAMMED	Health, Science & Technology
ALJAMAL	FAISAL YOUSEF	Health, Science & Technology
ALLAM	NEHAL SALAH	Health, Science & Technology
BAIG	MIRZA MUKARRAM ALI	Health, Science & Technology
Bekhit	Maher	Health, Science & Technology
BEKRALAS	RACHID	Health, Science & Technology
BENDAOU	MERIE	Health, Science & Technology
BESRA	SATYARANJAN	Health, Science & Technology
Blair	Annette	Health, Science & Technology
BOTROS	MAGDY HALIM	Health, Science & Technology
BOUAYAD	RACHID	Health, Science & Technology
CAREW	EMILY ANN	Health, Science & Technology
CASANOVA	JOSE DOMINGO	Health, Science & Technology
CHATHA	ANJUM	Health, Science & Technology

DESTIN	LYONEL	Health, Science & Technology
DOKU	PHILIP ATTEH	Health, Science & Technology
EKWONYE	ANGELA	Health, Science & Technology
ELASSA	AOMAR	Health, Science & Technology
FARES	NOR E.	Health, Science & Technology
Gambino	Russell	Health, Science & Technology
GASKIN	REINALDO V.	Health, Science & Technology
GAYDOS	WILLIAM J.	Health, Science & Technology
Getugi	Jeremiah	Health, Science & Technology
HARLLEY	KOMLA	Health, Science & Technology
HARMON (Dorsey)	JOAN THERESA	Health, Science & Technology
HEDHLI	JAMILA	Health, Science & Technology
HOUSNY	ABDAL H.	Health, Science & Technology
HUSSEINI	GANIYU	Health, Science & Technology
IDDRISU	ALHASSAN	Health, Science & Technology
JONES	FLORINE	Health, Science & Technology
JULIEN	SHERLENE	Health, Science & Technology
KEITA WILLIAM	FANTA JAC	Health, Science & Technology
KHOUKHI	MOHAND DURAMTAN	Health, Science & Technology
LANE	VICTORIA A.	Health, Science & Technology
LASHKARI	AMIR H.	Health, Science & Technology
LIVESAY	LEWIS ALLEN	Health, Science & Technology
MAGHAMI	BEHZAD	Health, Science & Technology
MAHMOOD	AZHAR	Health, Science & Technology
MAKKAR	REDA	Health, Science & Technology
McCULLOCH	EDWARD	Health, Science & Technology
NYAKANGA	WALTER OMBASA	Health, Science & Technology

OZOKA	MARYAMN NKECHI	Health, Science & Technology
PARKER	TEROY	Health, Science & Technology
PROCEL	SANDRA	Health, Science & Technology
RAZA	QAMAR	Health, Science & Technology
Ricciardone	Gaetano	Health, Science & Technology
RODRIGUEZ	JUAN PONCIANO	Health, Science & Technology
Rodriguez	Rafael	Health, Science & Technology
ROWLAND	SHERRY	Health, Science & Technology
SAIDU	SHARAFDEEN O.	Health, Science & Technology
Salerno	Carmine	Health, Science & Technology
SAROUFIME ISRAEL	BARSOUM	Health, Science & Technology
SHARMA	MEENU	Health, Science & Technology
SIMON	PAUL	Health, Science & Technology
SOLUADE	OREDOLA ADEYEMO	Health, Science & Technology
TYUPKINA	OLGA	Health, Science & Technology
VALCARCEL	ALICIA	Health, Science & Technology
VAZQUEZ	ROSA MARIA	Health, Science & Technology
WALKER	CALVIN J.	Health, Science & Technology
Worrell	Marsha	Health, Science & Technology
ZEA	URIEL	Health, Science & Technology
ADINEGORO	ARWITA	Humanities & Social Sciences
AGUIRRE	LOURDES	Humanities & Social Sciences
AMBROSIO	LOUIS J.	Humanities & Social Sciences
ANDERSON	KEITH	Humanities & Social Sciences
ARISTONDO	LINDA	Humanities & Social Sciences
ASKARY	NARGES	Humanities & Social Sciences
BAKER	KELLY	Humanities & Social Sciences
BARRETT	LATISHA	Humanities & Social Sciences
BEKOE	ERIC OFORI	Humanities & Social Sciences
BELLAN-BOYER	LISA ANNE	Humanities & Social Sciences

BENGOCHEA	ALINA	Humanities & Social Sciences
BERMAN	DOUGLAS M.	Humanities & Social Sciences
BERWICK	CARLY	Humanities & Social Sciences
BORS	CHRISTOPHER	Humanities & Social Sciences
BRABANT	NATHAN	Humanities & Social Sciences
BROWNING	DANIEL L.	Humanities & Social Sciences
BRUZZANO	CAROLE	Humanities & Social Sciences
BYRNES	KIRSTEN M.	Humanities & Social Sciences
CAMPION	JOHN	Humanities & Social Sciences
CANNISTRA	RICHARD	Humanities & Social Sciences
CHARMELLO	MICHELE RENEE	Humanities & Social Sciences
CHOI	SOO RAN	Humanities & Social Sciences
CONNELLY	MARYANN	Humanities & Social Sciences
COSTANZO	BERNADETTE	Humanities & Social Sciences
COVIELLO	JAMES ANTHONY	Humanities & Social Sciences
CUELLER	SALVADOR	Humanities & Social Sciences
DAANE	MARY	Humanities & Social Sciences
DENHERDER	SUSAN MARIE	Humanities & Social Sciences
DEVICO	MARGARET	Humanities & Social Sciences
DUNN	JAMES	Humanities & Social Sciences
EGUSQUIZA	LEONOR	Humanities & Social Sciences
EINSENBURG	LARRY	Humanities & Social Sciences
ENNIS	JOHN	Humanities & Social Sciences
ESTRADA	MARIA ELENA	Humanities & Social Sciences
FLEISHER	FRED	Humanities & Social Sciences
GALLO	JOSEPH D.	Humanities & Social Sciences
Gardiner	Murv	Humanities & Social Sciences
GAVRILOVIC	BORS	Humanities & Social Sciences
GAZSI	SHIRLEY	Humanities & Social Sciences
GILLIAM	TANYA R.	Humanities & Social Sciences
GOLDSTEIN	SHOSHANA	Humanities & Social Sciences
GOMEZ	NERY	Humanities & Social Sciences
GORDON	MARK J.	Humanities & Social Sciences
GORDON	TODD	Humanities & Social Sciences
GOULDING	ROBERT	Humanities & Social Sciences
GRACIA	KAREENA B.	Humanities & Social Sciences
Graham-Wilson	Leslie	Humanities & Social Sciences
HALL	VERNON	Humanities & Social Sciences
HANNS	CHRISTIAN	Humanities & Social Sciences

HAWKINS	CYNTHIA A.	Humanities & Social Sciences
HUNGER	MATTHEW	Humanities & Social Sciences
Husain	Mohammed	Humanities & Social Sciences
JIMENEZ	JUAN	Humanities & Social Sciences
JORDAN	JOSH	Humanities & Social Sciences
KAMINSKI	JOSEPH S.	Humanities & Social Sciences
KANTER	DEBORAH JOAN	Humanities & Social Sciences
KERN	BLISS	Humanities & Social Sciences
KRESS	SALLY	Humanities & Social Sciences
LAMPRECHT	FRANZISKA	Humanities & Social Sciences
LANZA	JOSEPH	Humanities & Social Sciences
LEBLANC	NICOLE	Humanities & Social Sciences
LEE	ERIC CHARLES	Humanities & Social Sciences
LEE	MICHAEL A.	Humanities & Social Sciences
LEWIS	MARC	Humanities & Social Sciences
LORIO	BRIAN C.	Humanities & Social Sciences
MARTIN	HANNAH	Humanities & Social Sciences
MARTUCCI	JEANETTE	Humanities & Social Sciences
MATHVEN	SCOTT M.	Humanities & Social Sciences
MCFADDEN	SYREETA N.	Humanities & Social Sciences
MCKEON	RITA C.	Humanities & Social Sciences
MCMULLEN	DENNIS	Humanities & Social Sciences
MEHDI	ANISA	Humanities & Social Sciences
MICHELSON	DAVID	Humanities & Social Sciences
MIGNOLI	ERNEST GEORGE	Humanities & Social Sciences
MINAMI	JASON	Humanities & Social Sciences
MOONEY	JEFFREY M.	Humanities & Social Sciences
MORALES	DANIEL M.	Humanities & Social Sciences
MUKHERJEE	SHARMILA	Humanities & Social Sciences
MULVANEY	NANCY	Humanities & Social Sciences
NKEMAKOLAM	JOHN	Humanities & Social Sciences
NOLLEZ	KERWIN	Humanities & Social Sciences
NOWLIN	RYAN B.	Humanities & Social Sciences
OKAFOR	GABRIEL MADUKA	Humanities & Social Sciences
OKORO	AMAECHI	Humanities & Social Sciences
PANTOJA	KASANDRA	Humanities & Social Sciences
PAULEY	JARED	Humanities & Social Sciences
PEARSON	KRISTEN L.	Humanities & Social Sciences
PELAEZ	ARMANTINA	Humanities & Social Sciences

PERKINS	KEITH ANDREW	Humanities & Social Sciences
PLATT	JOSEPH	Humanities & Social Sciences
PLUNKETT	BRIAN	Humanities& Social Sciences
POMARES	CARLOS	Humanities & Social Sciences
RAPPLEYE	JON	Humanities & Social Sciences
RESSLER	EILEEN	Humanities & Social Sciences
REYES	GILDA MARGARITA	Humanities & Social Sciences
SAUNDERS	DANIEL JAY	Humanities & Social Sciences
SCHADE	CHRISTOPHER JOHN	Humanities & Social Sciences
SCHNEIDER	LAWERENCE	Humanities & Social Sciences
SEGRIF	JOSEPH	Humanities & Social Sciences
SELIGSON	JESSE	Humanities & Social Sciences
SHAPIRO	LYNNE SUSAN	Humanities & Social Sciences
SILVERMAN	DIANA	Humanities & Social Sciences
SMALLMAN	JAMES	Humanities & Social Sciences
SMITH	DEBRA	Humanities & Social Sciences
Spiridakos	Georgia	Humanities & Social Sciences
STAMAS	MARIA	Humanities & Social Sciences
STANKOVIC	STEFANI	Humanities & Social Sciences
SUNANDA	VAIDYA	Humanities & Social Sciences
TARMU	ELDAD	Humanities & Social Sciences
TEKE	METIN	Humanities & Social Sciences
THOMAS	MICHELLE COLLINS	Humanities & Social Sciences
TOOMA	WILLIAM	Humanities & Social Sciences
VALENCIA	JENNIFER	Humanities & Social Sciences
VALLADARES	DELMIRA	Humanities & Social Sciences
WADHWANI	USHA VASHU	Humanities & Social Sciences
WALTERS	MICHAEL KEITH	Humanities & Social Sciences
WHITAKER	LORREN	Humanities & Social Sciences
WILSON	STEVEN A.	Humanities & Social Sciences
WOLFE	CHANELLE	Humanities & Social Sciences

6. **Acceptance of Staffing Table Effective Fiscal Year 2013**

Introduced by: Adrienne Sires

Seconded by: Jeanette Peña

8 Ayes.....0 Nays

Resolution Adopted

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Minutes
Regular Meeting
10/9/12

IX. ACADEMIC AND STUDENT AFFAIRS – None

X. NEW BUSINESS - None

XI. ADJOURNMENT 5:53 P.M.

Introduced by: Karen Fahrenholz

Seconded by: Alfred Zampella

8 Ayes.....0 Nays Resolution Adopted

**HUDSON COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES MEETING
November 20, 2012**

VII. FISCAL, ADMINISTRATIVE, LEASE AND CAPITAL RECOMMENDATIONS

1. Award of Custodial Paper Supplies Vendor for FY 13 & FY 14

REPORT/BACKGROUND:

A bid request was advertised in the Jersey Journal and the Star Ledger on Tuesday, September 25th and Wednesday, September 26th 2012..Fourteen (14) bid packages were requested and two (2) bids were received and opened on Tuesday, October 09, 2012 The results are the following:

<u>Vendor</u>	<u>Location</u>	<u>Bid Amount Annually</u>
American Paper Towel Co.	Carlstadt, NJ	\$ 74,082.10 per year
Revere Paper Products Corp.	Wood-Ridge, NJ	\$ 99,212.50 per year

RECOMMENDATION:

The President, the Administration, and the Finance Committee of the Board of Trustees recommend that the Board of Trustees approve American Paper Towel of Carlstadt, New Jersey, to provide the custodial paper supplies at a total cost of \$148,164.00 for two years (FY 13 & FY 14) to be funded from the operating budget.

2. Renewal of Managed Services Contract Supporting Administrative Computing

REPORT/BACKGROUND:

There is a need to renew the College's Managed Services contract with Ellucian (Datatel). The Datatel/Colleague software is currently supported and serviced by the staff of this contract on-site. This support is outsourced to Ellucian Managed Services, which supports our user community.

The renewal and continuation of this contract is essential in order to continue to provide our students, faculty and staff with the highest level of service and efficiency. It also provides the College with additional on-site support and product expertise.

The Ellucian Managed Services contract includes a clear and specific scope of work along with service metrics, annual work plan and reporting requirements.

The Chief Information Officer recommends this renewal.

RECOMMENDATION:

The President, the Administration and the Finance Committee recommend that the Board of Trustees approve the renewal of the College's Managed Services contract for three (3) years, effective January 1, 2013, from Ellucian (Datatel) of Fairfax, VA., at a total cost of \$3,709,080.00 (over 3 years) to be funded from the operating budget.

3. Renewal of Website & Portal Support Services

REPORT/BACKGROUND:

There is a need to renew the College's Website Support & Portal Services contract with Ellucian (Datatel). The College's website is maintained and serviced by staff of this contract. This support is outsourced to Ellucian.

The renewal and continuation of this contract is essential in order to continue support and updates to the College's website and portal. It also provides the College with additional on-site portal page training.

The Ellucian contract includes a clear and specific scope of work along with service metrics, annual work plan.

The Chief Information Officer recommends this renewal.

RECOMMENDATION:

The President, the Administration and the Finance Committee recommend that the Board of Trustees approve the renewal of the College's Website Support & Portal Services contract for two (2) years, effective January 1, 2013, from Ellucian (Datatel) of Fairfax, VA., at a total cost of \$233,433.00 (over 2 years) to be funded from the operating budget.

4. Award of Custodial Cleaning Supplies Vendor for FY 13 & FY 14

REPORT/BACKGROUND:

A bid request was advertised in the Jersey Journal and the Star Ledger on Tuesday, October 2nd and Wednesday, October 3rd, 2012. Sixteen (16) bid packages were requested and four (4) bids were received and opened on Tuesday, October 2, 2012. The results are the following:

<u>Vendor</u>	<u>Location</u>	<u>Bid Amount Annually</u>
United Sales USA Corp.	Brooklyn, NY	\$ 146,277.90 per year
American Paper Towel Co.	Carlstadt, NJ	\$ 154,227.45 per year
All American Poly	Piscataway, NJ	Disqualified
Spruce Industries	Rahway, NJ	Disqualified

RECOMMENDATION:

The President, the Administration, and the Finance Committee of the Board of Trustees recommend that the Board of Trustees approve United Sales USA Corp. of Brooklyn, New York, to provide the custodial cleaning supplies, at a total cost of \$292,555.80 for two years (FY 13 & FY 14) to be funded from the operating budget.

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, Administration, Lease and Capital Recommendations 1 – 4:** 1) Award of Custodial Paper Supplies Vendor for FY 13 & FY 14; 2) Renewal of College's Managed Services Contract Supporting Administrative Computing; 3) Renewal of College's Website & Portal Support Services; and 4) Award of Custodial Cleaning Supplies Vendor for FY 13 & FY 14.

INTRODUCED BY: Bakari Lee

SECONDED BY: Alfred Zampella

DATE: November 20, 2012

Fahrenholz, Karen	<u>AYE</u>
Fife, James	<u>AYE</u>
Kenny, Roberta	<u>AYE</u>
Kosakowski, Joanne	<u>AYE</u>
Lee, Bakari	<u>AYE</u>
Peña, Jeanette	<u>ABSENT</u>
Sires, Adrienne	<u>ABSENT</u>
Stack, Katia	<u>ABSENT</u>
Zampella, Alfred	<u>AYE</u>
Netchert, William, Chair	<u>AYE</u>

7 Ayes..... 0 Nay

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

Jennifer Oakley
Signature of Recorder

11-20-12
Date

**HUDSON COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES MEETING
November 20, 2012**

VIII. PERSONNEL RECOMMENDATIONS

1. RETIREMENT

REPORTS/BACKGROUND

<u>Name</u>	<u>Title</u>	<u>Effective Date</u>
David Rosenthal	Professor, Physics	1/1/2013

RECOMMENDATION:

The President, the Administration and the Personnel Committee recommend that the Board of Trustees approve the Retirement 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>
Alaa Abdallah	Lab Technician, Chemistry and Biology (NHC)	11/21/2012	\$25,000 (pro-rated)

Note: This is a replacement for Arnold Munoz.

<u>Name</u>	<u>Title</u>	<u>Effective Date</u>	<u>Annual Salary</u>
Tess Wiggins	Administrative Assistant, Dean of Non-Traditional Programs	11/21/2012	\$31,000 (pro-rated)

Note: This is a replacement for Hope Guirantes.

<u>Name</u>	<u>Title</u>	<u>Effective Date</u>	<u>Annual Salary</u>
Kathryn R. Winner	Coordinator of Evening/Weekend & Off-site Services	11/21/2012	\$40,000 (pro-rated)

Note: This is a replacement Sheral Scott.

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. APPOINTMENT OF ADDITIONAL NEW & CONTINUING PART-TIME HIRES: NOVEMBER 21, 2012 – JUNE 30, 2013.

Last Name	First Name	Department	Title
Gutierrez	Meridangela	ADJ Academic Support Services	Tutor
Martinez	Jessica	Business Non-Credit	Office Assistant
Garcia	Basiliza	Culinary Arts	Dishwasher
Mikhail	Manal	Culinary Arts/Non-Credit Programs	Dishwasher
Ayyah	Huda	Disability Support Services	Notetaker/Reader
Politico	Ronalice	Disability Support Services	Notetaker/Reader
Jones	Christina	Disability Support Services	Notetaker/Reader
Steiner	Kristy	Disability Support Services	Sign Language Interpreter
Munsi	Lindsey	Disability Support Services	Notetaker/Reader
Flanagan	Regina	Disability Support Services	Sign Language Interpreter
Guzman	Maria	Financial Aid	Financial Aid Assistant
Fuentes	Maria	Financial Aid	Financial Aid Assistant
Siddiqui	Samreen	Financial Aid	Financial Aid Assistant
Melon	Lindsey	Humanities & Social Sciences	ECE Lab Assistant
Bethune	Pearl	Health, Science & Technology	Lab Assistant
Antala	Jay	IT	Lab Assistant
Patel	Manav	IT	Lab Assistant
Behr	Amy	Library/Learning Resources Center	Librarian
Wabara	Malcom	Non Credit Programs	Non-Credit Instructor
Peace	Daria	Student Activities	Programming Assistant

RECOMMENDATION:

The President, the Administration and the Personnel Committee recommend that the Board of Trustees approve the Appointment of Additional New Part-time Assignments listed above as Personnel Recommendation Item No. 3.

RESOLUTION:

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 1-3:** (1) Retirement, (2) Appointment of Staff, and (3) Appointment of Additional New Part-Time Hires.

INTRODUCED BY: Karen Fahrenholz

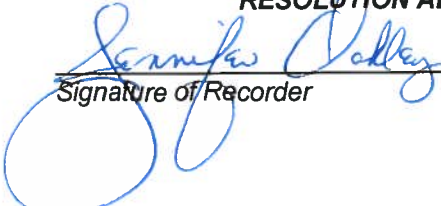
SECONDED BY: James Fife

DATE: November 20, 2012

Fahrenholz, Karen	<u>AYE</u>
Fife, James	<u>AYE</u>
Kenny, Roberta	<u>AYE</u>
Kosakowski, Joanne	<u>AYE</u>
Lee, Bakari	<u>AYE</u>
Peña, Jeanette	<u>ABSENT</u>
Sires, Adrienne	<u>ABSENT</u>
Stack, Katia	<u>ABSENT</u>
Zampella, Alfred	<u>AYE</u>
Netchert, William, Chair	<u>AYE</u>

7 Ayes..... 0 Nay

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

 11-20-12
Signature of Recorder Date

**HUDSON COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES MEETING
November 20, 2012**

VIII. PERSONNEL RECOMMENDATIONS

4. COLLECTIVE BARGAINING AGREEMENT BETWEEN HUDSON COUNTY COMMUNITY COLLEGE AND THE HUDSON COUNTY COMMUNITY COLLEGE PROFESSIONAL ASSOCIATION.

WHEREAS, the Collective Bargaining Agreement between Hudson County Community College and the Hudson County Community College Professional Association expired on June 30, 2011; and

WHEREAS, Hudson County Community College and the Hudson County Community College Professional Association engaged in collective negotiations for a successor collective bargaining agreement for the period from July 1, 2011 through June 30, 2013; and

WHEREAS, Hudson County Community College and the Hudson County Community College Professional Association memorialized their final agreement as to all negotiated issues by setting their signatures on October 24, 2012 to a Memorandum of Agreement (a copy of which is attached hereto), which recites their final agreement as to all negotiated issues:

NOW THEREFORE, BE IT RESOLVED, by the Board of Trustees of Hudson County Community College that the Collective Bargaining Agreement between Hudson County Community College and the Hudson County Community College Professional Association is in effect from July 1, 2011 through June 30, 2013, by the October 24, 2012 Memorandum of Agreement (a copy of which is attached hereto).

INTRODUCED BY: James Fife

SECONDED BY: Bakari Lee

DATE: November 20, 2012

Fahrenheit, Karen	<u>AYE</u>
Fife, James	<u>AYE</u>
Kenny, Roberta	<u>AYE</u>
Kosakowski, Joanne	<u>AYE</u>
Lee, Bakari	<u>AYE</u>
Peña, Jeanette	<u>ABSENT</u>
Sires, Adrienne	<u>ABSENT</u>
Stack, Katia	<u>ABSENT</u>
Zampella, Alfred	<u>AYE</u>
Netchert, William, Chair	<u>AYE</u>

7 Ayes..... 0 Nay

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

Enrique Delgado
Signature of Recorder

11-20-12
Date

MEMORANDUM OF AGREEMENT

The HUDSON COUNTY COMMUNITY COLLEGE ("HCCC" or College) and the HUDSON COUNTY COMMUNITY COLLEGE PROFESSIONAL ASSOCIATION ("Association") hereby enter into this Memorandum of Agreement ("Agreement") with respect to the modifications, amendments and additions to the collective bargaining agreement between HCCC and the Association, July 1, 2010 to June 30, 2011 ("CBA"). All terms and conditions contained in the CBA shall remain unchanged, except as modified as follows:

Contract Duration: July 1, 2011 through June 30, 2013

Salary Increases:

- Full-time faculty unit members employed prior to 7/1/12 and still employed with the College as of the signing of this Memorandum of Agreement will receive a 2.0% salary increase, retroactive to 7/1/12.
- For the period 7/1/11 to 6/30/12, there shall be no salary adjustments.
- Equity Adjustment: Full-time faculty unit members whose base salary is less than \$50,000 will receive a one-time adjustment of \$550 to be added to their base salary. Full-time faculty unit members whose base salary is \$50,000 or more will receive a one-time payment of \$550 that will not be included into base salary. The equity adjustment determination will be based on an employee's base salary as of October 1, 2012 prior to the 2.0% increase under this agreement.

Overload Compensation: The overload rate will be increased as follows:

- Commencing with the Fall semester of 2012: \$800 (retroactive only to the beginning of the Fall 2012 semester)
- Commencing with the Spring semester of 2013: \$815

Article XIII Section 2 – Teaching Hours and Teaching Load

- Amend this section to add language that full-time faculty members' class load may be compressed into no fewer than three days.

Article VII. Section 5 – Reduction in Force

- Eliminate the existing paragraphs. Replace with: In the event the College exercises its right to effectuate a reduction in force for reasons of economy and efficiency, the Board of Trustees shall provide each employee to be laid off with 105 days notice prior to the layoff.

Article XVII – Insurance

- Modify article to add: Employee health care insurance contributions will be in accordance with C.78, P.L. 2011.

Article XVIII. Section 1.A.4 (Payment for unused sick days)

- For all faculty with ten (10) academic years of service employed prior to June 30, 2011, the College will pay fifty percent (50%) of the faculty member's current per diem base salary rate for all accrued but unused sick days up to a maximum of fifteen thousand dollars (\$15,000) at the time of separation.
- For faculty members with ten (10) academic years of service employed on or after June 30, 2011, the College will pay fifty percent (50%) of the faculty member's current per diem base salary rate for all accrued but unused sick days up to a maximum of fifteen thousand dollars (\$15,000) at the time of retirement.
- The Human Resources Department shall inform Unit Members on or before July 1 of each year of the number of sick leave days accumulated to his/her credit.

Article XVIII. Section 5.N. Terminal Sabbatical Leaves

- Delete this section in its entirety.

Article XXVIII - Distance Learning

- A task force comprised of Association members and administrators will meet to study the provisions of this article and to make recommendations for changes to this article prior to negotiations of the successor agreement. This does not preclude negotiations of this matter during negotiations of a successor agreement.
- The College and the Association agree to delete section 8. "Video Courses" from this Article.

Article IX –Faculty Rank for Culinary Arts: Delete section 2 in its entirety (including the paragraph that is denoted by an *). Replace with:

- Instructor: Bachelor's degree and industry experience equal to five (5) years.
- Assistant Professor: Bachelor's degree and industry experience equivalent to five (5) years with additional 3 years college teaching experience.
- Associate Professor: Bachelor's degree with industry experience equivalent to five (5) years experience plus five (5) years college teaching experience. 18 graduate credits towards a relevant Master's degree.
- Professor: Seven (7) years college teaching experience. Master's degree completed in relevant area.

Culinary Arts Faculty Pay Structure

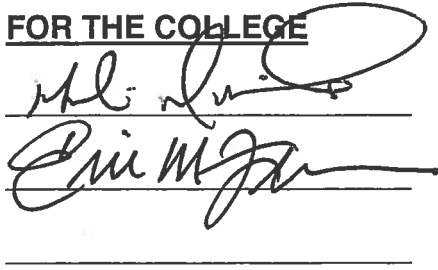
A task force comprised of Association members and administrators will meet within 21 days of the date of ratification of this agreement to study the pay structure of culinary faculty. The recommendations of the task force will be forwarded to the College President. Implementation of the recommendations is subject to the approval of and is in the sole discretion of the College President. The decision of the President is not subject to arbitration.

Statement of intent for negotiations of a successor agreement: A one-time modification to Article XXXII is as follows: The parties agree that negotiations for a successor agreement to the 2011-2013 contract will commence no later than February 1, 2013 and no earlier than January 1, 2013 with an exchange of proposals at that first meeting. The parties, by mutual agreement, may modify this date.

Miscellaneous:

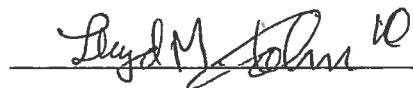
- (a) This Memorandum of Agreement contains the entire agreement of the parties.
- (b) This Memorandum of Agreement is subject to ratification by the Board of Trustees of the Hudson County Community College and by the membership of the Hudson County Community College Professional Association. The undersigned represent that they are authorized to enter into this Memorandum of Agreement on behalf of their respective principals.
- (c) Subsequent to ratification by the parties, HCCC shall prepare a collective bargaining agreement incorporating this Memorandum of Agreement.
- (d) The parties agree to recommend that their respective principals ratify this Memorandum of Agreement.
- (e) The mediator retains jurisdiction.

FOR THE COLLEGE



Date: 10/24/12

FOR THE ASSOCIATION



Date: 10/24/12

**HUDSON COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES MEETING
November 20, 2012**

VIII. PERSONNEL RECOMMENDATIONS

5. COLLECTIVE BARGAINING AGREEMENT BETWEEN HUDSON COUNTY COMMUNITY COLLEGE AND THE HUDSON COUNTY COMMUNITY COLLEGE ACADEMIC ADMINISTRATIVE ASSOCIATION.

WHEREAS, the Collective Bargaining Agreement between Hudson County Community College and the Hudson County Community College Academic Administrative Association expired on June 30, 2011; and

WHEREAS, Hudson County Community College and the Hudson County Community College Academic Administrative Association engaged in collective negotiations for a successor collective bargaining agreement for the period from July 1, 2011 through June 30, 2012; and

WHEREAS, Hudson County Community College and the Hudson County Community College Academic Administrative Association memorialized their final agreement as to all negotiated issues by setting their signatures on October 19, 2012 to a Memorandum of Agreement (a copy of which is attached hereto), which recites their final agreement as to all negotiated issues:

NOW THEREFORE, BE IT RESOLVED, by the Board of Trustees of Hudson County Community College that the Collective Bargaining Agreement between Hudson County Community College and the Hudson County Community College Academic Administrative Association is in effect from July 1, 2011 through June 30, 2013, is extended by the October 19, 2012 Memorandum of Agreement (a copy of which is attached hereto).

INTRODUCED BY: Joanne Kosakowski

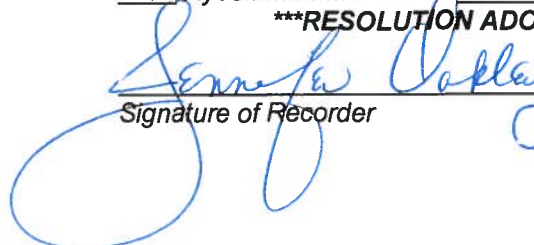
SECONDED BY: James Fife

DATE: November 20, 2012

Fahrenholz, Karen	<u>AYE</u>
Fife, James	<u>AYE</u>
Kenny, Roberta	<u>AYE</u>
Kosakowski, Joanne	<u>AYE</u>
Lee, Bakari	<u>AYE</u>
Peña, Jeanette	<u>ABSENT</u>
Sires, Adrienne	<u>ABSENT</u>
Stack, Katia	<u>ABSENT</u>
Zampella, Alfred	<u>AYE</u>
Netchert, William, Chair	<u>AYE</u>

7 Ayes..... 0 Nay

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

 11-20-12
Signature of Recorder Date

MEMORANDUM OF AGREEMENT

The HUDSON COUNTY COMMUNITY COLLEGE ("HCCC" or "College") and the HUDSON COUNTY COMMUNITY COLLEGE ACADEMIC ADMINISTRATORS ASSOCIATION ("Association") hereby enter into this Memorandum of Agreement ("Agreement") with respect to the modifications, amendments and additions to the collective bargaining agreement between HCCC and the Association, July 1, 2010 to June 30, 2011 ("CBA"). All terms and conditions contained in the CBA shall remain unchanged, except as modified as follows:

Contract Duration: July 1, 2011 through June 30, 2013

Salary Increases:

- For the period 7/1/11 to 6/30/12, there shall be no salary adjustments.
- Full-time unit members employed prior to 7/1/12 and still employed with the College as of the signing of this Memorandum of Agreement will receive a 2.0% salary increase, retroactive to 7/1/12.
- Productivity Adjustment: Full-time unit members whose base salary is less than \$50,000 will receive a one-time adjustment of \$550 to be added to their base salary. Full-time unit members whose base salary is \$50,000 or more will receive a one-time payment of \$550 that will not be included into base salary. The productivity adjustment determination will be based on the employee's base salary as of October 1, 2012, before the application of the 2% increase.

Article III – Miscellaneous Provisions (Harassment)

- Delete the three paragraphs in Section 2 and replace with the following: The College has a strong commitment to provide a work environment free from unlawful harassment and discrimination in the workplace. The protected classifications include, but are not limited to, sex, affectional, or sexual orientation, race, color, religion, national origin, age, disability, or ancestry. The College's Non-Discrimination/Anti-Harassment Policy sets forth the substantive and procedural guidelines.

Article VIII. Section 1.A.4 - Payment for unused sick days

Eliminate the existing paragraph and replace with the following:

- For all unit members with ten (10) years of service employed prior to June 30, 2011, the College will pay fifty percent (50%) of the unit member's current per diem base salary rate for all accrued but unused sick days up to a maximum of fifteen thousand dollars (\$15,000) at the time of separation.
- In accordance with law, for all unit members with ten (10) years of service employed on or after June 30, 2011, the College will pay fifty percent (50%) of the unit member's current per diem base salary rate for all accrued but unused sick days up to a maximum of fifteen thousand dollars (\$15,000) at the time of retirement.

Article VIII. Section 8. - Sabbaticals

- Paragraph E (Compensation): Delete existing language and replace with the following: Compensation during the leave shall be full salary for one (1) six-month period or half salary for twelve months, subject to approval of the President.
- Paragraph F (Terminal Sabbatical): Delete this section in its entirety.
- Sabbatical Procedures: A task force comprised of Association member(s) and the College representative(s) will meet to make recommendations on procedures for sabbatical leaves. Implementation of the recommendations is subject to the approval of and is at the sole discretion of the College President. The decision of the President is not subject to arbitration.

Article XIV – Insurance

- Modify article to reflect the following: Employee health care insurance contributions will be in accordance with C.78, P.L. 2011.

Article XV – Phased-Out Retirement

- Delete this section in its entirety.

Article XXVII – Reduction in Force

- Eliminate the existing two paragraphs and replace with the following: In the event the College exercises its right to effectuate a reduction in force for reasons of economy and efficiency, the Board of Trustees shall provide each employee to be laid off with 105 days notice prior to the layoff.

Article XXIX – Miscellaneous

- Change from “Action” to “Acting”

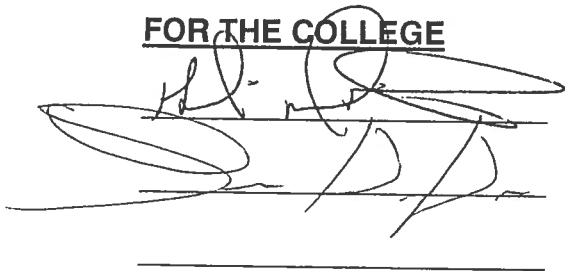
Miscellaneous

- (a) This Memorandum of Agreement contains the entire agreement of the parties.
- (b) This Memorandum of Agreement is subject to ratification by the Board of Trustees of the Hudson County Community College and by the membership of the Hudson County Community College Academic Administrators. The undersigned represent that they are authorized to enter into this Memorandum of Agreement on behalf of their respective principals.
- (c) Subsequent to ratification by the parties, HCCC shall prepare a collective bargaining agreement incorporating this Memorandum of Agreement.

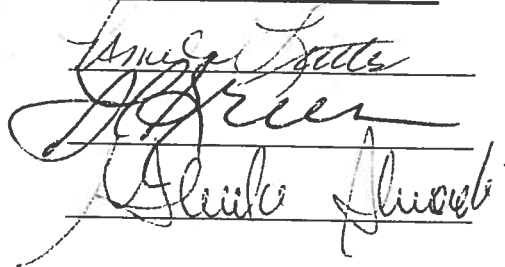
(d) The parties agree to recommend that their respective principals ratify this Memorandum of Agreement.

(e) The mediator retains jurisdiction.

FOR THE COLLEGE



FOR THE ASSOCIATION



Date: 10/19/12

Date: 10/19/2012

**HUDSON COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES MEETING
November 20, 2012**

VIII. PERSONNEL RECOMMENDATIONS

**6. SALARY ADJUSTMENTS FOR EMPLOYEES HOLDING REGULAR FULL-TIME
CONFIDENTIAL POSITIONS EFFECTIVE JULY 1, 2012**

REPORTS/BACKGROUND

Confidential jobs are those that are regular full-time positions not included in any collective bargaining unit at the College. The last general pay increase for confidential employees was effective July 1, 2010. It has been determined that the following increases in salary for confidential employees would be appropriate and could be supported out of the current operating budget:

- An increase to the base of 2% for those staff employed prior to July 1, 2012;*
- An equity adjustment of \$550 added to base for those staff earning \$50,000 or less;*
- An equity adjustment of a one-time payment of \$550 not added to the base for those staff earning more than \$50,000*

RECOMMENDATION:

The President and the Personnel Committee recommend that the Board of Trustees approve the Salary Adjustments for Full Time Confidential Employees as outline above, retroactive to July 1, 2012.

7. SALARY ADJUSTMENT FOR VICE PRESIDENT OF ACADEMIC AFFAIRS

REPORTS/BACKGROUND

The Academic Vice President was promoted from interim status to regular status effective January 18, 2012, but no salary adjustments were awarded to any full-time regular staff at that time. The President in consultation with the Personnel Committee has determined that an increase in the base pay of the Vice President reflecting this change in status is appropriate.

RECOMMENDATION

The President and Personnel Committee recommend that the base salary of the Academic Vice President be increased by \$10,000 effective July 1, 2012 to reflect the change of status described above.

RESOLUTION:

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 6-7:** (6) Salary adjustments for employees holding regular full-time confidential positions effective July 1, 2012, and (7) Salary Adjustment for Vice President of Academic Affairs effective July 1, 2012.

INTRODUCED BY: Bakari Lee


SECONDED BY: James Fife

DATE: November 20, 2012

Fahrenheit, Karen	<u>AYE</u>
Fife, James	<u>AYE</u>
Kenny, Roberta	<u>AYE</u>
Kosakowski, Joanne	<u>AYE</u>
Lee, Bakari	<u>AYE</u>
Peña, Jeanette	<u>ABSENT</u>
Sires, Adrienne	<u>ABSENT</u>
Stack, Katia	<u>ABSENT</u>
Zampella, Alfred	<u>AYE</u>
Netchert, William, Chair	<u>AYE</u>

7 Ayes..... 0 Nay

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

 11-20-12
Signature of Recorder Date

**HUDSON COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES MEETING
November 20, 2012**

IX. ACADEMIC AND STUDENT AFFAIRS

None

**HUDSON COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES MEETING
November 20, 2012**

X. NEW BUSINESS

Trustee Lee congratulated Dr. Glen Gabert, members of the College and Jennifer Oakley for winning two prestigious regional awards on behalf of the College from the Association of Community College Trustees (ACCT): The Charles Kennedy Equity Award recognizing the College's success in making diversity an institutional strength and the Professional Board Staff Award recognizing Jennifer Oakley's 33 years of distinguished service.

**HUDSON COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES MEETING
November 20, 2012**

XI. ADJOURNMENT

THAT, the meeting be adjourned at 5:55 P.M.

INTRODUCED BY: James Fife

SECONDED BY: Alfred Zampella

DATE: November 20, 2012

Fahrenheit, Karen	<u>AYE</u>
Fife, James	<u>AYE</u>
Kenny, Roberta	<u>AYE</u>
Kosakowski, Joanne	<u>AYE</u>
Lee, Bakari	<u>AYE</u>
Peña, Jeanette	<u>ABSENT</u>
Sires, Adrienne	<u>ABSENT</u>
Stack, Katia	<u>ABSENT</u>
Zampella, Alfred	<u>AYE</u>
Netchert, William, Chair	<u>AYE</u>

7 Ayes..... 0 Nay

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

Jennifer Challen
Signature of Recorder

11-20-12
Date