

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

Regular Meeting--Board of Trustees
November 21, 2017

AGENDA

- I. CALL TO ORDER - FLAG SALUTE** *Mr. Netchert*
- II. ROLL CALL AND RECOGNITION OF VISITORS**
- Trustees:**
- Kevin G. Callahan
Karen A. Fahrenholz, Secretary/Treasurer
James Fife, Trustee Emeritus
Glen Gabert - President
Pamela E. Gardner
Roberta Kenny
Joanne Kosakowski
Bakari Gerard Lee, Vice Chair
William J. Netchert, Chair
Jeanette Peña
Hamza Saleem – Student Alumni Representative
Adrienne Sires
Harold Stahl
- III. COMMENTS FROM THE PUBLIC** *Mr. Netchert*
- IV. CLOSED SESSION** *(The Board of Trustees will determine whether there is a need to go into closed session at the beginning of the meeting 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 21, 2017**

CALL TO ORDER

I. FLAG SALUTE

II. ROLL CALL AND RECOGNITION OF VISITORS

Trustees:

Kevin Callahan	<u>PRESENT</u>
Karen A. Fahrenholz	<u>PRESENT</u>
James Fife, Trustee Emeritus, ex officio	<u>ABSENT</u>
Glen Gabert - President, ex officio	<u>PRESENT</u>
Pamela E. Gardner	<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>
Hamza Saleem, Student Alumni Representative, ex officio	<u>PRESENT</u>
Adrienne Sires	<u>ABSENT</u>
Harold G. Stahl	<u>PRESENT</u>

This meeting is called in conformance with the "Open Public Meetings Act." A notice of the meeting of the Board of Trustees was transmitted to all Board members, advertised in The Jersey Journal, 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
November 21, 2017**

III. COMMENTS FROM THE PUBLIC

**HUDSON COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES MEETING
November 21, 2017**

IV. CLOSED SESSION

None

**HUDSON COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES MEETING
November 21, 2017**

V. AWARDS, RECOGNITIONS AND SPECIAL REPORTS

Monthly Middles States Update

MEMORANDUM

TO: HUDSON COUNTY COMMUNITY COLLEGE BOARD OF TRUSTEES

FROM: ELLEN RENAUD AND CATHIE SEIDMAN, CO-CHAIRS OF THE

RE: UPDATE ON THE MIDDLE STATES SELF STUDY

DATE: NOVEMBER 15, 2017

We would like to update you on the progress of the Middle States Self Study.

There are seven standards required for accreditation: The standards are as follows:

1. Standard I - Mission and Goals
2. Standard II – Ethics and Integrity
3. Standard III – Design and Delivery of the Student Learning Experience
4. Standard IV – Support of the Student Experience
5. Standard V - Educational Effectiveness Assessment
6. Standard VI – Planning, Resources and Institutional Improvement
7. Standard VII – Governance, Leadership, and Administration

Each standard has a committee comprised of members of the Hudson County College Community who have volunteered to work on the Self Study. Each committee has two co-chairs and all co-chairs are part of the Self Study Steering Committee which meets once a month. Each committee has been working very hard at getting the information they need because a timeline has been created for the submission of each committee's rough draft which is due on December 13th. There is also a Core Committee comprised of senior members of the college administration which meets monthly.

The Steering Committee met with Dr. Stephen Pugliese, Vice President of the Middle States Commission on Higher Education on October 10th when he visited our campus. His response to our Self Study Design was very positive. His letter is attached for your information.

Information concerning the Self Study, including Standard Committees' progress reports and information is on the portal for all to see and is constantly updated.



Middle States Commission on Higher Education

3621 Market Street, Philadelphia, PA 19104 Tel: 267-284-5000 www.msche.org

October 24, 2017

Dr Glen E. Gabert, President
Hudson County Community College
25 Journal Square
Jersey City, NJ 07306

Dear President Gabert:

I want to express my appreciation to the Hudson County Community College (HCCC) community for organizing and participating in a productive self-study preparation visit on October 10, 2017. I was truly grateful for the hospitality during my visit. Please extend my gratitude to everyone with whom I spoke; I hope that the conversations had during my visit and the feedback I offered will prove to be useful to HCCC.

The *Self-Study Design* draft that was submitted by HCCC was thoughtful, well-organized, and well written. I was particularly impressed with the considerable amount of effort that has already been invested by the community, and that of Dr. Pando, Ms. Renaud and Dr. Seidman to ensure broad-based community involvement and ongoing transparency and communication.

I would like to provide suggestions and reminders to strengthen the institutions *Self-Study Design* with an end goal of a successful *Self-Study Visit* during the 2018-2019 academic year. To guide my feedback, I will utilize the design template sections.

Institutional Overview

The institutional overview captures where HCCC was and currently is, while outlining where the institution would like to be.

Intended Outcomes of the Self-Study

HCCC has identified three self-study objectives:

- generate a written document that demonstrates how Hudson County Community College meets the Standards of Accreditation as set forth by the Middle States Commission on Higher Education (MSCHE);
- utilize the College's Strategic Plan and Self-Study process to identify the opportunities and challenges faced by the College in a rapidly changing educational, economic and social environment; and
- provide a framework for continued institutional improvement

Based upon my conversations with the Steering Committee these outcomes seem reasonable. I remind the institution to continue to review the outcomes and to refine as necessary. Page 38 of the Middle States Commission on Higher Education *Self-Study Creating A Useful Process and Report* defines that outcomes of the Self-Study should be based on a clear understanding of what

the institution plans to achieve through the self-analysis. As the self-study process is reflective, I encourage reflection on the outcomes that HCCC has created.

Organizational Structure of the Steering Committee and Working Groups

HCCC has a three-tiered approach to the organization for the process. The tiers (the Self-Study Core Committee, Steering Committee and Standards Committees) are representative of the College and should prove useful to ensure the process moves forward in a methodical way.

While there are students on several of the Standards Committees, when feasible the institution wants to ensure the inclusion of student representatives within most Standards Committee. I remind the institution per page 31 of the Middle States Commission on Higher Education *Self-Study Creating A Useful Process and Report*, that ensuring that all relevant perspectives have been considered and that the institution is accurately portrayed through the institutional "voice" of the report. Meaning, to ensure that the Board, Administration, Faculty, Staff and Students are incorporated throughout the self-study process.

Charges to the Working Groups and Guidelines for Reporting

The *Charge* to the Standards Committees appears to be straight-forward. However, during the visit I encouraged the Steering Committee to review the *Charge* and asked that they reflect on the *Charge* with regards to each Standard, ensuring that where and when possible, a unique component could be analyzed.

Communication with constituencies

The communication plan appears to be inclusive for HCCC constituents. Ensuring that the portal (referenced on page 7 of the *Design* document) is maintained/updated frequently will be critical so that individuals are drawn to return to the site often.

Organization of the Self-Study Report

HCCC has a nice outline for the organization of the Self-Study Report. As I do with all my institutions, I would like to reiterate for HCCC how the reporting of the Standards should be. The document should have a chapter for each Standard, as you have included on page 11-12 of your proposed *Design*.

There was some confusion on Standard versus Criteria. The Committee viewed this as if there was a "criteria checklist." I direct the College to the last paragraph on page 1 of the *Standards for Accreditation and Requirements of Affiliation (Thirteenth Edition)* which states, "Institutions and evaluators will use these criteria together with the standards, within the context of institutional mission, to demonstrate or determine compliance. Institutions and evaluators should not use the criteria as a checklist." I hope this provides clarification for the Steering Committee and the Standards Committees.

Editorial Style and Format for All Reports

The editorial style and format clearly defines how the Standards Committees should complete their work.

Timetable for the Self-Study and Evaluation

I would like to commend the institution on the detailed timetable presented within the *Self-Study Design*. It is a very thorough section, which should prove useful to HCCC. A suggestion would be to include within the timetable key touchpoints when the community (Board, Administration, Faculty, Staff and Students) will be updated and feedback is solicited for the Self-Study document. This is not a requirement; however, I suggest this to my institutions as a means to help with institutional transparency of the process.

Profile of the Visiting Team

The profile provided will be very helpful. It is detailed and will assist the Commission staff when identifying the team of peer evaluators.

Documentation Roadmap

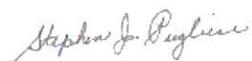
The documentation roadmap should be considered a work-in-progress. The documentation roadmap is used for the Standards Committees as they conduct their inquiry and analysis. The roadmap will be used as a primary source to support the work of HCCC, as appendices to the final Self-Study Report, and for review by the team. Ultimately, the road map becomes a working table for the self-study.

President Gabert, my feedback is offered in the spirit of collegiality, and I hope it will be considered and used in ways that are helpful to the HCCC community. I would like to see a revised *Self-Study Design* within the next few weeks. While I have not officially signed off on the design, I do believe that the Standards Committees should begin their tasks, understanding that there may be some slight modifications.

In closing, I want to emphasize how impressed I was with the enthusiasm, dedication and commitment of everyone with whom I spoke. I came away from my visit feeling convinced that the institution is well positioned to undertake an effective and useful self-study process, which will provide the basis for a successful evaluation team visit in spring 2019.

I thank you again for your commitment to peer review, and I remind you that the staff at the Middle States Commission on Higher Education will remain available to HCCC as you move forward with your self-study process.

Sincerely,



Stephen J. Pugliese, Ph.D.
Vice President

Cc: Dr. Paula Pando



Decennial Self Study Progress to Date

(2008-2018)



HCCC SELF-STUDY MILESTONES

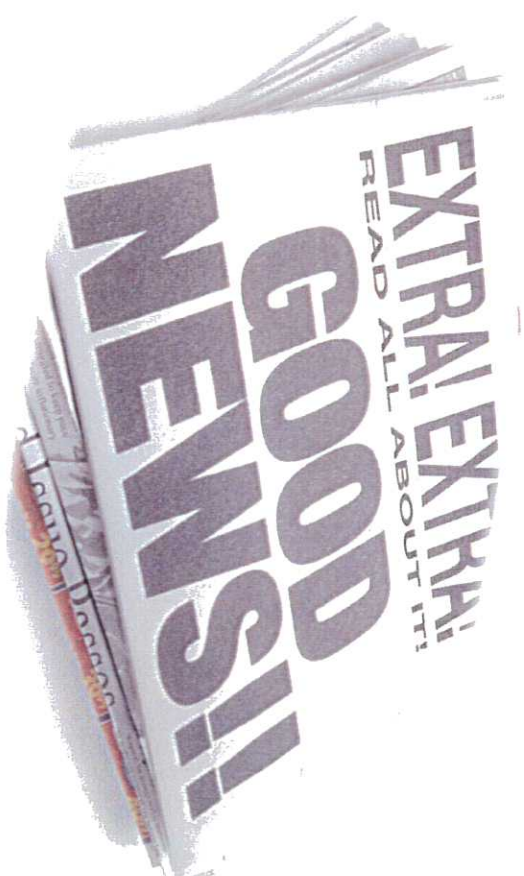
- **Summer 2016**
 - College-Wide Call for Volunteers
 - Self Study Co-Chairs Named
- **Fall 2016**
 - Self Study Co-Chairs and Dean of IR Attend Self Study Institute
 - College-Wide Call for Volunteers for Steering Committee and Working Groups
 - Road to Middle States Page on Portal Created
 - Steering Committee Selected
- **Spring 2017**
 - Work on Self-Study Design Begins (1st “deliverable”)
 - Self-Study Design Completed and Submitted to Middle States





HCCCC SELF-STUDY MILESTONES

- Fall 2017
 - Middle States VP Visits HCCC and Meets with:
 - President
 - Accreditation Liaison Officer
 - Steering Committee
 - Trustees
 - College Community (Open Forum)
 - Self-Study Co-Chairs





SELF STUDY DESIGN APPROVED!



Middle States Commission on Higher Education
3621 Market Street, Philadelphia, PA 19101 Tel: 267-281-5000 www.msche.org

October 24, 2017

Dr. Glen E. Gabbert, President
Hudson County Community College
25 Journal Square
Jersey City, NJ 07306

Dear President Gabbert:

I want to express my appreciation to the Hudson County Community College (HCCC) community for organizing and participating in a productive self-study preparation visit on October 10, 2017. I was truly grateful for the hospitality during my visit. Please extend my gratitude to everyone with whom I spoke. I hope that the conversations had during my visit and the feedback I offered will prove to be useful to HCCC.

The *Self-Study Design* draft that was submitted by HCCC was thoughtful, well-organized, and well written. I was particularly impressed with the considerable amount of effort that has already been invested by the community, and that of Dr. Pando, Ms. Renaud and Dr. Seidman to ensure broad-based community involvement and ongoing transparency and communication.

I would like to provide suggestions and reminders to strengthen the institutions *Self-Study Design* with an end goal of a successful *Self-Study Visit* during the 2018-2019 academic year. To guide my feedback I will utilize the design template sections



WHAT HAPPENS NEXT?

- Fall 2017
 - First Drafts of Chapters due from Working Groups (December)
- Spring/Summer 2018
 - Steering Committee Reviews Chapters, Provides Feedback (January)
 - Second Draft of Chapters due from Working Groups (March)
 - Write the Self Study (April-July)
 - First Draft of Self Study Completed (July)
 - Draft #1 of Self Study Made Public to College Community for Feedback and Suggestions (August/September)



WHAT HAPPENS NEXT?

- **Fall 2018**
 - Second Draft of Self Study Completed Made Public to College Community for Feedback and Suggestions (October)
 - Second Draft Sent to Evaluation Team Chair (November)
 - Evaluation Team Chair Visit to HCCC (November)
- **Spring 2019**
 - Final Self-Study Report Due (January)
 - Logistics, Logistics, Logistics...
 - Evaluation Team Visit (March)
 - HCCC Responses To Evaluation Team Findings (April)
 - MSCHE Final Accreditation Action (June)



WORKING GROUPS

Core Committee

Ellen Renaud, Co-Chair	Cathie Seidman, Co-Chair	Paula Pando, Accreditation Liaison Officer	Jerry Trombella, Institutional Research	Alexa Riano, Executive Assistant
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Standard I : Mission And Goals			Standard II : Ethics and Integrity		
Dr. Nabli Marshood	Professor, Sociology	Co-Chair	Antonio Acevedo	Instructor, History	Co-Chair
Christopher Wahl	Dean, Instruction/Arts	Co-Chair	Michael Reimer	Dean, Student Services	Co-Chair
Phil Calasso	Professor, Culinary Arts		Vellno Joasil	Assistant Professor, Biology	
Lauren Drew	Instructor, English as a Second Language		Yvette Ramos	Secretary, Center for Academic and Student Success	
Aycha Edwards	Coordinator, Center for Business & Industry		Laurie Riccadonna	Professor, Fine Arts	

Standard III : Design and Delivery of the Student Learning Experience		
John DeLooper	Director, Library Technologies	Co-Chair
Catherine Sweeting	Assistant Professor, English	Co-Chair
Pamela Bandyopadhyay	Associate Dean, Academic Development & Support Services	
Shannonline Caruana	Instructor, English as a Second Language	
Dr. David Clark	Assistant Dean ,Student Services	
Lester McRae	Instructor, Business	



WORKING GROUPS CONTINUED

Standard IV : Support of the Student Experience		Standard V : Educational Effectiveness Assessment	
Dr. Sirhan Abdullah	Instructor, Nursing & Health Services	Heather DeVries	College Lecturer, Humanities
Aparna Salni	Director, Career Development	Elizabeth Neslus	Director, English
Andrew Bishop	Instructor, English	Paul Dillon	Associate Dean, Business, CAI & Hospitality Management
Claudia Delgado	Assistant Professor, Academic Foundations Math	Allison Friars	Instructor, Education
Christine Petersen	Associate Director, Financial Aid	Tieka Harris	Director, Educational Opportunity Fund
		Dr. Mojdeh Tabatabaie	Professor, Engineering Science

Standard VI : Planning, Resources, and Institutional Improvement			
Ara Karakashian	Assistant Professor, Hospitality Management		Co-Chair
Dayneesa McMillan	Assistant Controller, Finance		Co-Chair
Joseph Caniglia	Assistant Professor, Academic Foundation English		
Israel Chla	Manager, Web and Portal Services, Information Technology		
Leslie Lang	Director, Student Accounts		
Dr. Paula Roberson	Assessment Coordinator, Institutional Research		

Standard VII : Governance, Leadership and Administration			
Yeurys Pujols	Executive Director, North Hudson Campus		Co-Chair
Denise Rossilli	Instructor, Human Services		Co-Chair
Alison Bach	Instructor, English		
Jennifer Feliz	Specialist, Human Resources		
Veronica Geroslmo	Director, Student Activities		
Catherine Marisol	Director, Community Education		
Dr. Patrick Moore	Assistant Professor, Psychology		
Vivien Ray	Chief Officer, Human Resources		



QUESTIONS



**HUDSON COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES MEETING
November 21, 2017**

VI. REGULAR MONTHLY REPORTS AND RECOMMENDATIONS

1. MINUTES OF PREVIOUS MEETINGS

The Minutes of the Regular Meeting of October 10, 2017 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 10, 2017.

2. GIFTS, GRANTS, AND CONTRACTS REPORT

The College has made the following grant & contract proposals:

TITLE: Mentor – Connect Mentorship Program

AGENCY: National Science Foundation (NSF)

PURPOSE OR GRANT: The project along with the support of the National Science Foundation, will offer technical assistance workshops and faculty development opportunities to help colleges benefit from NSF's Advanced Technological Education (ATE) program.

COLLEGE ADMINISTRATOR: Mojdeh Tabatabaie (Principal Investigator) & Azhar Mahmood (Co – PI)

COLLEGE CONTRIBUTION: \$0

AWARD AMOUNT: \$0 (Travel Stipend \$4,800)

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

INTRODUCED BY: Bakari Lee

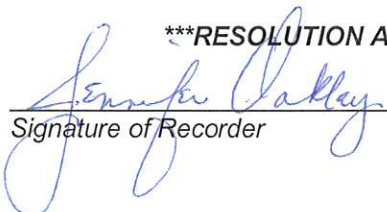
SECONDED BY: Karen Fahrenholz

DATE: November 21, 2017

Callahan, Kevin	<u>AYE</u>
Fahrenholz, Karen	<u>AYE</u>
Gardner, Pamela	<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>
Stahl, Harold	<u>AYE</u>
Netchert, William, Chair	<u>AYE</u>

8 Ayes..... 0 Nay

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

 11-21-17
Signature of Recorder Date

**ATTACHMENT A
ITEM VI**

**HUDSON COUNTY COMMUNITY COLLEGE
Mary T. Norton Room
70 Sip Avenue, 4th Floor
Jersey City, NJ**

**REGULAR MEETING --- BOARD OF TRUSTEES
October 10, 2017**

MINUTES

PRESENT: Kevin Callahan, Karen Fahrenholz, Glen Gabert, (ex officio), Roberta Kenny, Joanne Kosakowski, Bakari Lee, William Netchert, Jeanette Peña, Adrienne Sires, Harold Stahl, Jahrell Thompson, Student Alumni Representative.

ABSENT: James Fife, Trustee Emeritus, (ex officio), and Jahrell Thompson, Student Alumni Representative.

Counsel to the Board: John G. Geppert, Jr., Esq. for Scarinci & Hollenbeck

HCCC Staff and Visitors present were: Dedrick T. Albert, Sr., Lisa Dougherty, Eric Friedman, Veronica Gerosimo, Dorothea Graham-King, Paula Kulmala, Patrick Moore, Jennifer Oakley, Ferdinand Orock, Noel Pura, Ismael Randazzo, Brandon Wang, and Marcella Williams.

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 Jennifer Oakley.

III. COMMENTS FROM THE PUBLIC - None

IV. CLOSED SESSION - None

V. AWARDS, RECOGNITIONS AND SPECIAL REPORTS

President Gabert gave the following report:

- The Donor Scholarship Recognition dinner is scheduled for Wednesday, 5:30 p.m., October 11, 2017 at the Culinary Conference Center.
- A celebration of the full transition of the CarePoint Schools of Nursing and Radiography to HCCC is scheduled for Thursday, October 12th, 10:00 a.m. in the Cundari Building.

Trustee Lee announced that he just finished his year as Chair of ACCT. He thanked President Gabert and Chairman Netchert for their encouragement and support.

VI. REGULAR MONTHLY REPORTS AND RECOMMENDATIONS

1. Minutes of the Regular meeting of September 12, 2017.
2. Gifts, Grants and Contract Reports - None

Introduced by: Joanne Kosakowski

Seconded by: Jeanette Peña

8 Ayes.....1 Absention.....0 Nays

Resolution Adopted

VI. FISCAL, ADMINISTRATIVE, LEASE, AND CAPITAL RECOMMENDATIONS

1. Purchase of Furnishings for the 25 Pathside Building (Building B).
2. Award of an Online Student Engagement Platform for Career Development.
3. Affiliation Agreement between Joseph H. Bensinger School-PS 17 and HCCC.
4. Resolution Authorizing the Renewal of a Subscription Service for the Library.
5. Affiliation Agreement between Robert Wood Johnson Barnabas Health Beth Israel and HCCC.
6. Award for Construction Management Services Extension.
7. Award for DocuCare Institutional Access Codes for Electronic Medical Record Platform.
8. New Dell Desktop Computers for STEM Building.
9. New Dell Laptops for STEM Building.
10. Resolution Authorizing the Renewal of a Subscription Service for the Library.
11. Award to Install Replacement Security Camera Equipment for the Library Building.
12. Resolution to Increase Rate Offered to Employees Waiving Insurance Coverage.
13. Resolution to Ratify Security Consultant Service.

Introduced by: Kevin Callahan (Trustee Peña abstained from #3)
Seconded by: Bakari Lee
9 Ayes.....0 Nays Resolution Adopted

VIII. PERSONNEL RECOMMENDATIONS

1. RESIGNATION

<u>Name</u>	<u>Title</u>	<u>Effective Date</u>
Adele Merlino	Instructional Designer & Technologist	10/10/2017

2. TEMPORARY FULL-TIME FACULTY ASSIGNMENTS

<u>Name</u>	<u>Title</u>	<u>Effective Date</u>	<u>Annual Salary</u>
Mohammad Suhail Butt	Instructor, Chemistry	09/15/2017 12/20/2017	\$22,108.50 (pro-rated)
Lina Romasanta	Instructor, Culinary	09/05/2017 12/20/2017	\$22,108.50 (pro-rated)
Michael Whelpley	Instructor, English	09/26/2017 12/20/2017	\$22,108.50 (pro-rated)

**3. APPOINTMENT OF ADDITIONAL NEW & CONTINUING PART-TIME HIRES:
JULY 1, 2017 – DECEMBER 31, 2017**

LAST NAME	FIRST NAME	DEPARTMENT	TITLE	POSITION ID	SUPERVISOR
BENITEZ	ALEXANDER	CUSTOMER SERVICE	OFFICE ASSISTANT	OFFAST-253035	G. DARIAS-HERSHBERGER
EDRIS	MARYAM	ADJ ACAD SUPPORT SVCS	TUTOR	TUTOR-150505	P. BANDYOPADHYAY
GUTIERREZ	JOSHUA	CUSTODIAL	DISHWASHER	DISHW-300515	J. MALDONADO
BILBAO-BILLANUEVA	CINDY	FINANCIAL AID	OFFICE ASSISTANT	OFFAST-200520	S. MENDOZA
JOSAPHAT	FABIOLA	NURSING & ALLIED HEALTH	TUTOR - NURSING	TUTOR-101017	C. FASANO
KELMAN	RUTHANN	NURSING & ALLIED HEALTH	TUTOR - NURSING	TUTOR-101017	C. FASANO
CHOI	PATRICIA	BUS, CUL, & HOSPITALITY	OFFICE ASSISTANT	OFFAST-101030	P. DILLON
FUENTES	YESCENIA	BUS, CUL, & HOSPITALITY	RECEIVING CLERK	RECLERK-101030	P. DILLON
HAZELWOOD	EBONE'E	BUS, CUL, & HOSPITALITY	RECEIVING CLERK	RECLERK-101030	P. DILLON
GALINDO	MICHELE	DISABILITY SUPPORT SVCS	READER/NOTETAKER	READER-150525	K. DAVIS

CONTINUING PART TIME HIRES

LAST NAME	FIRST NAME	DEPARTMENT	TITLE	POSITION ID	SUPERVISOR
AVILES	LILIAN	FACILITIES	DISHWASHER	DISHW-300515	J. MALDONADO
BONEY	JAMES	NURSING & ALLIED HEALTH	TUTOR - NURSING	TUTOR-101017	C. FASANO
PANESSO	SANDRA	COMMUNITY EDUCATION	PT INSTRUCTOR	ESLC-102010	C. MIRASOL
PLUMMER	ANGLINE	ADJ ACAD SUPPORT SVCS	OFFICE ASSISTANT	OFFAST-601084	P. BANDYOPADHYAY

4. APPOINTMENT OF ADDITIONAL NEW HIRE ADJUNCTS FALL 2017.

LAST NAME	FIRST NAME	DEPARTMENT
KARAM-PUTT	BETH	BUSINESS, CULINARY AND HOSPITALITY
JALUDI	SAMMIE	ENGLISH
CRESPO SOLIS	ANDRES	ENGLISH
BENJAMIN	SHARON	ENGLISH
STOKES	KAPRIYAN	ENGLISH
KUDIC	KEVIN	ENGLISH
MERWIN RESSLER	EILEEN	ENGLISH
BEKOE	ERIC	ENGLISH
LEE	COLIN	ENGLISH
MCCARTHY	ANDREW	ENGLISH
SEDARES	DANIEL	ENGLISH
DE CASTRO	EDGAR J	ENGLISH
DORTRAIT	LYNNETTE	ENGLISH
CORNELIUS	JESSICA	ENGLISH
SHARIF	SALLY	ENGLISH
SAINT-PIERRE	MYRBERLINE	ENGLISH
KIBBLE	SANTO	ENGLISH
STOKES	JAMAL	ENGLISH
SPELLMEYER	NOELLE	ESL
PALIJARO	ROY R	ESL
MAURO	CAROLE	ESL

BAKULA	SASHA	ESL
SOTO	PAMELA	ESL
MAURO	CAROLE	ESL
CAVALLARO	MICHAEL	ESL
PILIGIAN	KAREN	ESL
GARCIA	RAUL	HUMANITIES
FREYER	LAURIE	HUMANITIES
JOHNSTON	BRANDON	HUMANITIES
CARNEIRO	TANYA MARIE	HUMANITIES
AWAWDEH	RAED	STEM
TAT	FATMA	STEM
TLATELPA	PETER	STEM
ELAGIB	MOHAMED	STEM
LI	CLIVE	STEM
SOLIMAN	HANAN	STEM
GRIFFITH	KRISTINE	STEM
DOKU	PHILIP	STEM
GHIASSI NEJAD	MEHDI	STEM
ALZAYER	MAHA	STEM

5. MODIFICATION TO STAFFING AUTHORIZATION TABLE

FROM: Dean of Non-Traditional Programs

TO: Dean of Continuing Education and Workforce Development

6. SALARY ADJUSTMENT FOR CONFIDENTIAL EMPLOYEES.

The President, Finance Committee and Personnel Committee recommend an adjustment of 2% upon the base pay for any confidential employee on the College payroll on or before July 1, 2017. The President, who is a confidential employee, is specifically excluded from this recommendation.

Be it resolved, upon the recommendation of the President, Finance Committee and Personnel Committee, that the base pay of each confidential employee (excluding the President) whose effective date of employment shall have been July 1, 2017 or before, shall be raised by 2% retroactive to July 1, 2017.

Introduced by: Joanne Kosakowski

Seconded by: Karen Fahrenholz

9 Ayes.....0 Nays Resolution Adopted

IX. ACADEMIC AND STUDENT AFFAIRS - None

X. NEW BUSINESS

1. RETIREMENT

<u>Name</u>	<u>Title</u>	<u>Effective Date</u>
Joseph Sansone	Vice President for Planning and Development/Assistant to the President	February 28, 2018

2. APPOINTMENT OF STAFF

<u>Name</u>	<u>Title</u>	<u>Effective Date</u>	<u>Annual Salary</u>
Nicholas Chiaravalloti, J.D., Ed.D.	Vice President for Planning and Development/Assistant to the President Designate	December 1, 2017	\$125,000 (pro-rated)
	Vice President for Planning and Development/ Assistant to the President	March 1, 2018	\$125,000 (pro-rated)

3. MODIFICATION TO STAFFING AUTHORIZATION TABLE

	<u>Effective Date</u>
FROM: Events Planner	October 11, 2017
TO: Assistant to the Vice President for Planning and Development	

4. SALARY ADJUSTMENT BASED ON JOB RECLASSIFICATION

<u>Name</u>	<u>Effective Date</u>
Mirta Sanchez, Assistant to the Vice President for Planning and Development	FROM: \$62,222 TO: \$70,000 October 11, 2017

5. RETENTION OF THE ASSOCIATION OF COMMUNITY COLLEGE TRUSTEES (ACCT) FOR EMPLOYEE CANDIDATE SEARCH SERVICES

Introduced by: Bakari Lee
Seconded by: Karen Fahrenholz
9 Ayes.....0 Nays Resolution Adopted

XI. ADJOURNMENT 5:15 P.M.

Introduced by: Joanne Kosakowski
Seconded by: Karen Fahrenholz
9 Ayes.....0 Nays Resolution Adopted

**HUDSON COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES MEETING
November 21, 2017**

VII. FISCAL, ADMINISTRATIVE, LEASE, AND CAPITAL RECOMMENDATIONS

1. Award for a Construction Manager

WHEREAS, the College has a need to contract professional Construction Management Services in connection with various projects throughout the year ("Projects"); and

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

WHEREAS, the anticipated term is from December 1, 2017 to November 30, 2018; 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 Construction Management Services for these projects at a cost not to exceed \$403,524.

2. Award for Construction Management Services at Enos/Jones Parking lot

WHEREAS, the College has a need to contract professional Construction Management Services for the master plan building design of Enos/Jones Parking lot ("Project"); and

WHEREAS, this service is exempt from bidding Pursuant to N.J.S.A.18A:64A-25.5(15); 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 \$194,916; and

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

WHEREAS, the Administration, Finance Committee, and Capital Projects Advisory 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 Construction Management Services for the project at a cost not to exceed \$194,916.

3. Resolution authorizing the rate increase of library consulting services to the Hudson County Community College libraries

WHEREAS, the College requires the services of a temporary library and administrative professional to oversee library operations ("Services") while a national search is conducted to replace the Dean, College Libraries; and

WHEREAS, ProLibra Associates, Inc. has experience staffing libraries and information centers in higher education for both temporary and long-term engagements; and

WHEREAS, the College currently has a contract with ProLibra Associates, Inc. to provide the services; and

WHEREAS, ProLibra Associates, Inc. will continue to assign David Hardgrove (retired Dean of Libraries for Rutgers University) to provide the services at a cost not to exceed \$60.22 per hour (Increase from \$48.17); and

WHEREAS, the College has determined that ProLibra Associates, Inc. and Mr. Hardgrove provide the services in an effective and efficient manner; and

WHEREAS, this service is exempt from bidding Pursuant to N.J.S.A. 18A:64A-25.5(2) and/or N.J.S.A. 18A:64A-25.5; and

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

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

NOW THEREFORE, BE IT RESOLVED that the Board of Trustees of the Hudson County Community College authorizes the purchasing agent to approve to cost increase to ProLibra Associates, Inc. to provide the services at cost not to exceed \$60.22 per hour.

4. Resolution Authorizing the Award of a Commercial Kitchen Cleaning Service Vendor for Culinary Arts Department

WHEREAS, the College has a need to hire a commercial kitchen cleaning company to clean exhaust hoods and grease traps for the Culinary Arts Department; and

WHEREAS, the service is exempt for bidding because the cost is below the College's bid threshold; and

WHEREAS, the anticipated term is one year; and

WHEREAS, the College solicited three quotes from Commercial Kitchen Cleaning (\$24,000), United Hood Cleaning (\$28,000), and Done Right Hood & Fire Safety (\$32,632.32); and

WHEREAS, Commercial Kitchen Cleaning of Wayne, New Jersey is the proposed vendor to provide these services at a cost not to exceed \$24,000; 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 Commercial Kitchen Cleaning of Wayne, New Jersey as described herein, at a cost not to exceed \$24,000.

5. Dinner Sponsor for Annual College Foundation Dinner 2017

REPORT/BACKGROUND:

The annual Holiday Foundation Extravaganza Dinner will be held on December 7, 2017, at the Culinary Conference Center. The Foundation Board of Directors has asked for sponsors for this event.

Last year's annual extravaganza was a huge success. The dinner was held at the Culinary Conference Center and the sales for the Dinner, Ad Journal and Raffle were \$201,550 with the Foundation net revenue being \$166,228

The Administration recommends that the College be a Dinner Sponsor at the cost of \$26,000, to be funded from the operating budget (which includes a table of 10, a scholarship donation of \$4,800 and a full-page journal ad in the family recipe journal).

RECOMMENDATIONS:

The President, the Administration and the Finance Committee recommend that the College becomes a Dinner Sponsor at \$26,000 for the Annual Holiday Foundation Extravaganza Dinner for the calendar year 2017

6. Resolution Authorizing Parking Authority Contract for Campus Parking

WHEREAS, the College currently has an agreement with the Parking Authority of West New York, New Jersey to provide seventy-five (75) parking spaces in a restricted area of the lot, which spaces designed for College use only; and

WHEREAS, the agreement is set to expire; and

WHEREAS, the parties wish to renew the agreement for an additional two (2) years; and

WHEREAS, the anticipated term is two years at a cost not to exceed \$55,000 per year; 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 the contract renewal with the Parking Authority of West New York, New Jersey, as described herein at a cost not to exceed \$55,500 annually.

7. Resolution Awarding Professional Maintenance Services from Tyco SimplexGrinnell

WHEREAS, the College requires the services of a vendor to provide professional maintenance services for the fire alarms around the College; and

WHEREAS, the anticipated term is fiscal year 2018; 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 \$40,000; and

WHEREAS, this 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 SimplexGrinnell of Rockaway, New Jersey (NJ State Contract Number A83717), at a cost not to exceed \$40,000.

8. Award for Architect/Engineering Services

WHEREAS, the College has a need for professional engineering design services for renovations at 81 Sip Avenue, Jersey City, NJ project ("Project"); and

WHEREAS, the College sent out a request for qualifications (rfq) for architect/engineering services and DiCara Rubino of Wayne, New Jersey is the proposed vendor to provide these services for the project, at a total cost not to exceed \$280,000; and

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

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

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

NOW THEREFORE, BE IT RESOLVED that the Board of Trustees of Hudson County Community College authorizes the Purchasing Agent to approve DiCara Rubino of Wayne, New Jersey to provide architectural/engineering services for the project at a cost not to exceed \$280,000.

9. Award of Comprehensive Assessment and Review Program for Nursing Program

WHEREAS, the College has a need to purchase an assessment and review program to be used throughout the Nursing Program; and

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

WHEREAS, the anticipated term runs until Spring 2018; and

WHEREAS, the ATI of Leawood, Kansas program provides focused remediation resources and comprehensive test preparation for the Nursing program, at a cost not to exceed \$180,000; and

WHEREAS, the cost of these services will be funded from the Operating Budget and Perkins Grant; 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 the purchase of the program provided by ATI of Leawood, Kansas, as described herein at a cost not to exceed \$180,000.

10. Resolution Extending Security Contract

WHEREAS, the Hudson County Community College requires the services of a qualified vendor to provide security services in order to protect the well-being of its staff, students and visitors; and

WHEREAS, security services constitute an extraordinary unspecifiable service and are exempt from bidding; and

WHEREAS, notwithstanding that security services are exempt from public bidding, the College wishes to procure the services through the issuance of a request for proposals (RFP")

WHEREAS, the College is currently evaluating its security needs in order to draft the RFP; and

WHEREAS, the College estimates that the RFP will be ready, proposals solicited, and contract awarded and executed by June 30, 2018; and

WHEREAS, in order to ensure that necessary security services are continued to be provided, the College wishes to extend its contract with the current vendor, U.S. Security Services Associates, Inc., until a contract is awarded and executed in response to the RFP; 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 in accordance with the provisions of N.J.S.A. 18A:64A-25.5 (a) (2), the Board of Trustees of Hudson County Community College authorizes the College to extend its contract with U.S. Security Services Associates, Inc. up to and including June 30, 2018.

11. Resolution to Approve Rental Agreement With Harrison Board of Education for use of Washington Middle School classrooms for Evening Classes During the Second half of the Academic Year 2017-2018

WHEREAS, the College has a tradition of making higher education more accessible to the residents of Hudson County by partnering with high schools and other grassroots organizations to offer credit classes beyond the Main Campus at Journal Square and the North Hudson Campus in Union City; and

WHEREAS, the tradition has extended for over twenty-eight (28) years at Kearny High School, Twenty-two (2) years at Bayonne high School, and nineteen (19) years at Union City High School; and

WHEREAS, representatives of HCCC and Harrison Board of Education agree that there is room for a mutually beneficial partnership to benefit the residents of Hudson County; and

WHEREAS, the College would like to develop such partnership to allow the HCCC to offer college level credits at Harrison Board of Education's Washington Middle School; and

WHEREAS, the parties have determined the best way to enact this partnership is through a lease between HCCC and the Harrison Board of Education for classroom space at Washington Middle School; and

WHEREAS, the rent for the use of classrooms at Washington Middle School is not to exceed \$2,500; and

WHEREAS, the anticipated term is Spring Semester 2018; and

WHEREAS, the cost of this rental 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 College to enter into the lease with Harrison Board of Education classroom space at Washington Middle School at a cost not to exceed \$2,500.

12. Transfer Articulation Agreement Between HCCC and Montclair State University

WHEREAS, the Hudson County Community College and Montclair State University would like to enter into agreement to facilitate the transfer for course credit and individuals who are graduates of the Nursing and Health Sciences Division at Hudson County Community College with the Associate in Science Degree for acceptance into the Bachelor of Science, Nursing Degree program offered at Montclair State University; and

WHEREAS, the terms of this agreement apply to those individuals graduating from HCCC with an Associate in December 2017 and admitted to MSU's BSN after January 2018; and

WHEREAS, the term of this agreement is five (5) years and shall automatically renew annually unless otherwise terminated as permitted by the agreement; and

WHEREAS, The Administration and Finance Committee recommend this agreement; and

NOW THEREFORE BE IT RESOLVED, that the Board of Trustees does hereby authorize the Hudson County Community College to enter into an articulation agreement with Montclair State University to facilitate the transfer of course credit after an individual graduates from Hudson County Community College's Nursing and Health Science Division with an Associate in Science Degree.

13. Agreement Between HCCC and Jersey City Board of Education for LEAP Plus Program

WHEREAS, the Hudson County Community College and Jersey City Board of Education would like to enter into agreement to deliver the LEAP plus program in Computer Arts, Criminal Justice, Environmental Studies, Business Administration, and Science and Mathematics to Jersey City Board of Education high school students; and

WHEREAS, HCCC agrees to provide instruction by HCCC faculty on the College campus or HCCC approved High School faculty on the high school campus for the 2017-2021 academic years; and

WHEREAS, the program should not exceed more than one hundred (100) students; and

WHEREAS, the students in the program will be from Lincoln High School (Criminal Justice), Snyder and Innovation High School (Computer Arts), Dickinson High School (Environmental Studies and Science and Mathematics), and Ferris High School (Business Administration), ranging from ninth through twelfth grade; and

WHEREAS, the cost of this program will be at 75% of the college's regular tuition price each academic year (\$101.25 for each 3 credit course per student for 2017-2018 academic year); and

WHEREAS, the term of this agreement is four (4) years and is retroactive as of August 1, 2017; and

WHEREAS, the Administration and Finance Committee Recommend this agreement; and

NOW THEREFORE BE IT RESOLVED, that the Board of Trustees does hereby authorize the Hudson County Community College to enter into agreement with Jersey City Board of Education for the delivery of the Leap Plus program to high school students.

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 1-13:** 1) Purchase of Furnishings for the 25 1) Award for a Construction Manager, 2) Award for Construction Management Services at Enos/Jones Parking lot, 3) Resolution authorizing the rate increase of library consulting services to the Hudson County Community College libraries, 4) Resolution Authorizing the Award of a Commercial Kitchen Cleaning Service Vendor for Culinary Arts Department, 5) Dinner Sponsor for Annual College Foundation Dinner 2017, 6) Resolution Authorizing Parking Authority Contract for Campus Parking, 7) Resolution Awarding Professional Maintenance Services from Tyco SimplexGrinnell, 8) Award for Architect/Engineering Services, 9) Award of Comprehensive Assessment and Review Program for Nursing Program, 10) Resolution Extending Security Contract, 11) Resolution to Approve Rental Agreement With Harrison Board of Education for use of Washington Middle School classrooms for Evening Classes During the Second half of the Academic Year 2017-2018, 12) Transfer Articulation Agreement Between HCCC and Montclair State University, and 13) Agreement Between HCCC and Jersey City Board of Education for LEAP Plus Program.

INTRODUCED BY: Kevin Callahan

SECONDED BY: Bakari Lee

DATE: November 21, 2017

Callahan, Kevin	<u>AYE</u>
Fahrenholz, Karen	<u>AYE</u>
Gardner, Pamela	<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>
Stahl, Harold	<u>AYE</u>
Netchert, William, Chair	<u>AYE</u>

8 Ayes..... 0 Nay

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

Jennifer Oakley
Signature of Recorder

11-21-17
Date

HUDSON COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES MEETING
November 21, 2017

VIII. PERSONNEL RECOMMENDATIONS

1. RESIGNATIONS

REPORTS/BACKGROUND

<u>Name</u>	<u>Title</u>	<u>Effective Date</u>
Leonid Freydin	Lead Electrician	11/13/2017

<u>Name</u>	<u>Title</u>	<u>Effective Date</u>
Evidence Thomas	Grant Accountant	10/27/2017

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 FACULTY

REPORTS/BACKGROUND

<u>Name</u>	<u>Title</u>	<u>Effective Date</u>	<u>Annual Salary</u>
Peter Cronrath	Instructor, Business	1/2/2018	\$44,217.00 (pro-rated)

Note: This is an approved position.

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

3. APPOINTMENT OF STAFF

REPORTS/BACKGROUND

<u>Name</u>	<u>Title</u>	<u>Effective Date</u>	<u>Annual Salary</u>
Sharon Daughtry	College Lecturer, Business	1/2/2018	\$55,000.00 (pro-rated)

Note: This is an approved position.

<u>Name</u>	<u>Title</u>	<u>Effective Date</u>	<u>Annual Salary</u>
Nikith Leroy D'Souza	PC Technician	11/22/2017	\$32,000.00 (pro-rated)

Note: This is an approved position.

<u>Name</u>	<u>Title</u>	<u>Effective Date</u>	<u>Annual Salary</u>
Danitza Espinales	Student Financial Assistant Specialist	11/19/2017	\$38,000.00 (pro-rated)

Note: This is an approved position.

<u>Name</u>	<u>Title</u>	<u>Effective Date</u>	<u>Annual Salary</u>
Kenny Fabara	Writing Center Coordinator	11/22/2017	\$42,000.00 (pro-rated)

Note: This is an approved position.

<u>Name</u>	<u>Title</u>	<u>Effective Date</u>	<u>Annual Salary</u>
Gretchen Schulthes	Counselor	11/27/2017	\$48,000.00 (pro-rated)

Note: This is an approved position.

<u>Name</u>	<u>Title</u>	<u>Effective Date</u>	<u>Annual Salary</u>
Keegan Scriber	Assistant Registrar	11/27/2017	\$45,000.00 (pro-rated)

Note: This is an approved position.

<u>Name</u>	<u>Title</u>	<u>Effective Date</u>	<u>Annual Salary</u>
Irma Williams	Associate Registrar	12/18/2017	\$65,000.00 (pro-rated)

Note: This is an approved position.

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. 3.

4. STAFFING TABLE CHANGES

Amendments to the College Staffing Authorization Table

The Board of Trustees approves a College Staffing Authorization Table which is a listing of those full-time positions for which persons may be employed. Traditionally, the Board has approved the Table on an annual basis in conjunction with ratification of annual operating budget. The Board has also approved amendments to the Table from time to time as needed.

The Administration has determined a need to amend the table to implement strategic plans in the Academic Branch including the opening of the STEM Building and the development of a campus in Secaucus scheduled to open in the fall, 2018.

A. Title Changes

From: Dean of Instruction/Arts
To: Assistant Vice President, Academic Affairs

From: Dean of Instruction/Science
To: Dean of Instruction

From: Secretary, Science, Technology, Engineering and Mathematics (STEM)
To: Administrative Assistant, Science, Technology, Engineering and Mathematics (STEM)

From: Director of English
To: Associate Dean, English and ESL

From: Assistant to the Associate Dean of School and College Relations
To: Program Assistant, Academic Affairs

From: Dean of Non-Traditional Programs
To: Dean of Continuing Education and Workforce Development

From: Assistant Director, Center for Business and Industry
To: Assistant Director, Continuing Education and Workforce Development

It is recommended that these change of title become effective on January 1, 2018.

B. Titles to Be Added to the Staffing Authorization Table for Full-Time Appointment effective January 1, 2018

Director of Curriculum
Associate Dean of Humanities and Social Sciences
Director of the Secaucus Campus of the Hudson County Community College
Facilities Worker 9 (From 4 positions to 5 positions)

It is recommended that these titles be added to the College Staffing Authorization Table effective January 1, 2018.

C. Salary Adjustments Effective January 1, 2018.

Christopher Wahl

From: Dean of Instruction/Arts
To: Assistant Vice President, Academic Affairs
Salary: From: \$114,444
To: \$120,000

John Marlin

From: Dean of Instruction/Science
To: Dean of Instruction
Salary: From: \$109,242
To: \$115,000

Elizabeth Nesius

From: Director of English
To: Associate Dean, English and ESL
Salary: From: \$68,340
To: \$90,000

Pegah Sorour

From: Secretary, Science, Technology, Engineering and Mathematics (STEM)
To: Administrative Assistant, Science, Technology, Engineering and Mathematics (STEM)
Salary: From: \$31,212
To: \$36,000

It is recommended that these salary adjustments reflecting changes of title on the College Staffing Authorization Table be approved effective January 1, 2018.

RECOMMENDATION: The President, the Administration and the Personnel Committee recommend that the Board of Trustees approve the Staff Table Changes above effective January 1, 2018 as Personnel Recommendation Item No. 4.

5. TEMPORARY FULL-TIME ASSIGNMENTS

REPORTS/BACKGROUND

<u>Name</u>	<u>Title</u>	<u>Effective Date</u>	<u>Annual Salary</u>
Madeline Fermin	Student Financial Aid Assistant	11/19/2017	\$30,600.00 (pro-rated)

Note: This is an approved position.

<u>Name</u>	<u>Title</u>	<u>Effective Date</u>	<u>Annual Salary</u>
Diana Galvez	Office Assistant	1/2/2018 6/30/2018	\$30,000.00 (pro-rated)

Note: This is an approved position.

<u>Name</u>	<u>Title</u>	<u>Effective Date</u>	<u>Annual Salary</u>
Lavern Ploom	Lecturer, Clinical/Allied Health Specialist	1/2/2018 3/31/2018	\$35,000.00 (pro-rated)

Note: This is an approved position.

RECOMMENDATION: The President, the Administration and the Personnel Committee recommend that the Board of Trustees approve the Temporary Full-Time Assignments above as Personnel Recommendation Item No. 5.

6. APPOINTMENT OF ADDITIONAL NEW & CONTINUING PART-TIME HIRES: NOVEMBER 22, 2017 – JUNE 30, 2018

NEW PART TIME HIRES

LAST NAME	FIRST NAME	DEPARTMENT	TITLE	POSITION ID	SUPERVISOR
ROSARIO	BETSAIDA	ENROLLMENT SERVICES	OFFICE ASSISTANT	OFFAST-200525	L. DOUGHERTY
SCRIBER	KEEGAN	ENROLLMENT SERVICES	OFFICE ASSISTANT	OFFAST-200525	L. DOUGHERTY
CASELLA	KRISTIN	COMMUNITY EDUCATION	PT INSTRUCTOR	CACEINS-102010	C. MIRASOL
COHEN	IZABELLA	COMMUNITY EDUCATION	PT INSTRUCTOR	PTINST-102010	C. MIRASOL
COHEN	IZABELLA	COMMUNITY EDUCATION	PT COORDINATOR	PTCORD-102010	C. MIRASOL
CUSOLITO	LAUREN	COMMUNITY EDUCATION	PT INSTRUCTOR	PTINST-102010	C. MIRASOL
DESALLES	LUCIANA	COMMUNITY EDUCATION	PT INSTRUCTOR	CACEINS-102010	C. MIRASOL
ERENMEMISOGLU	GOKCE	COMMUNITY EDUCATION	PT INSTRUCTOR	PTINST-102010	C. MIRASOL
GAVIRIA	DORISNEIDA	COMMUNITY EDUCATION	PT INSTRUCTOR	PTINST-102010	C. MIRASOL

VASQUEZ	BERNICE	COMMUNITY EDUCATION	PT COORDINATOR	PTCORD-102010	C. MIRASOL
DIAZ	CARMEN	GRANTS	PT INSTRUCTOR	GRAINS-601077	C. MIRASOL
MELIK	SUZAN	GRANTS	PT INSTRUCTOR	GRAINS-601077	C. MIRASOL
MURRY	YVETTE	CTR FOR BUSINESS & IND	PT INSTRUCTOR	PTINST-103005	C. MIRASOL
GUTIERREZ	JUSTING	CUSTOMER SERVICE	OFFICE ASSISTANT	OFFAST-253035	G. DARIAS-HERSHBERGER
ARRIAZA	DAN	INFO TECH SERVICES	INST LAB ASSISTANT	ISTLAB-253025	D. PEREZ
GHIMIRE	ASMITA	INFO TECH SERVICES	INST LAB ASSISTANT	ISTLAB-253025	D. PEREZ
MODERO	REINIER	INFO TECH SERVICES	INST LAB ASSISTANT	ISTLAB-253025	D. PEREZ
NAYEE	JAY	INFO TECH SERVICES	INST LAB ASSISTANT	ISTLAB-253025	D. PEREZ
PATEL	KINNARI	INFO TECH SERVICES	INST LAB ASSISTANT	ISTLAB-253025	D. PEREZ
TRIVEDI	PARTH	INFO TECH SERVICES	INST LAB ASSISTANT	ISTLAB-253025	D. PEREZ
DELACRUZ	JULIAN	CAREER DEVELOPMENT	PT ADVISOR	ADVISOR-200531	A. SANAI
RODRIGUEZ	RAFAELA	CUSTODIAL	PT DISHWASHER	DISHW-300515	J. MALDONADO
BRUCKMAN	LISA	LIBRARY	PT LIBRARIAN	PTLRN-150510	D. HARDGROVE
GONSALVES	SHILA	LIBRARY	PT LIBRARY ASSOCIATE	PTLRASO-150510	D. HARDGROVE
MOLINA	SHILA	LIBRARY	PT LIBRARY ASSOCIATE	PTLRASO-150510	D. HARDGROVE
SHARMA	EISHA	LIBRARY	PT LIBRARY ASSOCIATE	PTLRASO-150510	D. HARDGROVE
SIDDIQUI	ZAID	LIBRARY	PT LIBRARY ASSOCIATE	PTLRASO-150510	D. HARDGROVE
MERENDA	LAUREN	ADVISE & COUNSELING	PT ADVISOR	ADVISOR-200531	M. REIMER
JOHNSON	KALIFA	DISABILITY SUPP SVCS	NOTETAKER/READER	READER-150525	K. DAVIS

CONTINUING PART TIME HIRES

LAST NAME	FIRST NAME	DEPARTMENT	TITLE	POSITION ID	SUPERVISOR
MOKDESSI	MONA	TESTING & ASSESSMENT	TESTING AIDE	TAIDE-200530	D. FRANCO
WOOTEN	TAUNDRA	TESTING & ASSESSMENT	TESTING AIDE	TAIDE-200530	D. FRANCO
GOMES	ARIES	MAINTENANCE	FACILITIES WORKER	PTFWK-300510	L. DE LOS SANTOS
VELEZ	APOLINAR	MAINTENANCE	FACILITIES WORKER	PTFWK-300510	L. DE LOS SANTOS
CALLENS	DOMINIQUE	ACADEMIC AFFAIRS	OFFICE ASSISTANT	OFFAST-252010	E. FRIEDMAN
COUSAR	EBONY	SECURITY	OFFICE ASSISTANT	OFFAST-253040	R. NIVAR
JOHNSON	CRYSTAL	HUMAN RESOURCES	OFFICE ASSISTANT	OFFAST-253020	D. ALBERT
LEDESMA	ARASELIS	HUMAN RESOURCES	OFFICE ASSISTANT	OFFAST-253020	D. ALBERT
ABUAWADA	SARA	STUDENT AFFAIRS	OFFICE ASSISTANT	OFFAST-252025	P. PANDO
CHAVEZ	JANET	STUDENT AFFAIRS	FAC/STAFF DEV ASSISTANT	FSDAST-252030	A. RIANO
OGBURN	AMAALAH	STUDENT AFFAIRS	OFFICE ASSISTANT	OFFAST-252025	A. RIANO
GOODING	DANIELLA	NURSING & HEALTH SCI	OFFICE ASSISTANT	OFFAST-101016	C. SIRANGELO
STABILE	MARLENE	NURSING & HEALTH SCI	LAB ASSISTANT	LABAST-101016	L. SCHULTZ-WHITLOCK
ALVERANGA (PACHECO)	AJA	ENGLISH DIVISION	OFFICE ASSISTANT	OFFAST-101040	E. NESIUS
ARROYO	JULIO	ENGLISH DIVISION	OFFICE ASSISTANT	OFFAST-101040	E. NESIUS

SORTO	KATHERINE	NORTH HUDSON CAMPUS	OFFICE ASSISTANT	OFFNHC-252030	Y. PUJOLS
YOUSSEF	EVELYN	NORTH HUDSON CAMPUS	OFFICE ASSISTANT	OFFNHC-252030	Y. PUJOLS
ZHAGUI	JONATHAN	NORTH HUDSON CAMPUS	OFFICE ASSISTANT	OFFNHC-252030	Y. PUJOLS
D'SOUZA	GODWIN	ITS	PT PC TECHNICIAN	PTTECH-253025	I. CHICAS
D'SOUZA	NIKITH	ITS	PT PC TECHNICIAN	PTTECH-253025	I. CHICAS
PATEL	PARTHKUMAR	ITS	PT PC TECHNICIAN	PTTECH-253025	I. CHICAS
NIEVES	MIGUEL	ITS	PT WEB DEVELOPER	PTWBDEV-253025	I. CHIA
FERREIRA	ESTEFANY	FINANCE	ACCTS RECEIVABLE CLERK	ACCRCV-253015	G. SIMS
HERNANDEZ	NANCY	FINANCE	OFFICE ASSISTANT	OFFAST-253015	G. SIMS
SERGEANT	STEPHANIE	FINANCE	OFFICE ASSISTANT	OFFAST-253015	G. SIMS
BENITEZ	ALEXANDER	CUSTOMER SERVICE	OFFICE ASSISTANT	OFFAST-253035	G. DARIAS- HERSHBERGER
CABRERA	EDWIN	CUSTOMER SERVICE	OFFICE ASSISTANT	OFFAST-253035	G. DARIAS- HERSHBERGER
LABORDE	MARINA	CUSTOMER SERVICE	OFFICE ASSISTANT	OFFAST-253035	G. DARIAS- HERSHBERGER
RAMSARRAN	NANDLALL	CUSTOMER SERVICE	OFFICE ASSISTANT	OFFAST-253035	G. DARIAS- HERSHBERGER
JAVED	AISHA	ENROLLMENT SERVICES	OFFICE ASSISTANT	OFFAST-200525	S. BULLOCK
RAMIREZ	JENNIFER	ENROLLMENT SERVICES	OFFICE ASSISTANT	OFFAST-200525	S. BULLOCK
SANTOS	NAKIYA	ENROLLMENT SERVICES	OFFICE ASSISTANT	OFFAST-200525	S. BULLOCK
ABON	EUSEBIO	LIBRARY	PT LIBRARY ASSOCIATE	PTLRASO-150510	D. HARDGROVE
AWAD	VIVIAN	LIBRARY	PT LIBRARY ASSOCIATE	PTLRASO-150510	D. HARDGROVE
BORDONE	JAMES	LIBRARY	PT LIBRARIAN	PTLRN-150510	D. HARDGROVE
BROOKS	CLIFFORD	LIBRARY	PT LIBRARIAN	PTLRN-150510	D. HARDGROVE
COX	JAMES	LIBRARY	PT LIBRARIAN	PTLRN-150510	D. HARDGROVE
DODDS	JOHN	LIBRARY	PT LIBRARIAN	PTLRN-150510	D. HARDGROVE
ELGEBILY	SOHIR	LIBRARY	PT LIBRARY ASSOCIATE- TECH	PTLRTEC-150510	D. HARDGROVE
EPPS	JUSTIN	LIBRARY	PT LIBRARY ASSOCIATE	PTLRASO-150510	D. HARDGROVE
GALANG	NOR THERESA	LIBRARY	PT LIBRARY ASSOCIATE	PTLRASO-150510	D. HARDGROVE
GAWCHIK	MARTHA	LIBRARY	PT LIBRARIAN	PTLRN-150510	D. HARDGROVE
GONSALVES	DEVIKA	LIBRARY	PT LIBRARY ASSOCIATE	PTLRASO-150510	D. HARDGROVE
LOISEAU	MIKE	LIBRARY	PT LIBRARY ASSOCIATE	PTLRASO-150510	D. HARDGROVE
MUHI	AMORFINA	LIBRARY	PT LIBRARIAN	PTLRN-150510	D. HARDGROVE
NELSON	JEANETTE	LIBRARY	PT LIBRARY ASSOCIATE	PTLRASO-150510	D. HARDGROVE
ODEH	HUSSEIN	LIBRARY	PT LIBRARIAN	PTLRN-150510	D. HARDGROVE
OROZCO	GLENDY	LIBRARY	PT LIBRARY ASSOCIATE	PTLRASO-150510	D. HARDGROVE
OUBRAHAM	NOUARA	LIBRARY	PT LIBRARY ASSOCIATE	PTLRASO-150510	D. HARDGROVE
PU	JENNIE	LIBRARY	PT LIBRARIAN	PTLRN-150510	D. HARDGROVE
REYES	RIKKI	LIBRARY	PT LIBRARY ASSOCIATE- TECH	PTLRTEC-150510	D. HARDGROVE
RICHARD	ROBERT	LIBRARY	PT LIBRARY ASSOCIATE- TECH	PTLRTEC-150510	D. HARDGROVE

SANCHEZ	LOTTA	LIBRARY	PT LIBRARY ASSOCIATE-TECH	PTLRTEC-150510	D. HARDGROVE
SAHADEO	KRISHNA	LIBRARY	PT LIBRARY ASSOCIATE	PTLRASO-150510	D. HARDGROVE
SOVA	CATHLEEN	LIBRARY	PT LIBRARIAN	PTLRN-150510	D. HARDGROVE
TUBUNGBANUA	ANGELITA	LIBRARY	PT LIBRARY ASSOCIATE	PTLRASO-150510	D. HARDGROVE
VARGAS	ERNESTINE	LIBRARY	PT LIBRARY ASSOCIATE	PTLRASO-150510	D. HARDGROVE
JAVED	MOHAMMED	ACAD SUPPORT SVCS	SI LEADER	SILEAD-150505	P. BANDYOPADHYAY
PLUMMER	ANGLINE	ACAD SUPPORT SVCS	CRN RECR/ADMIN ASST	OFFAST-603013	P. BANDYOPADHYAY
ASHAMALLA	MARCO	ADJ ACADEMIC SUP SVCS	SI LEADER	SILEAD-150505	P. BANDYOPADHYAY
IMRAN	JAISHA	ADJ ACADEMIC SUP SVCS	SI LEADER	SILEAD-150505	P. BANDYOPADHYAY
NAQI	SYED	ADJ ACADEMIC SUP SVCS	SI LEADER	SILEAD-150505	P. BANDYOPADHYAY
PAGAN	DIMARIE	ADJ ACADEMIC SUP SVCS	SI LEADER	SILEAD-150505	P. BANDYOPADHYAY
ABAZEID	ASIA	ADJ ACADEMIC SUP SVCS	TUTOR	TUTOR-150505	P. BANDYOPADHYAY
ABDELAZIZ	MARWA	ADJ ACADEMIC SUP SVCS	TUTOR	TUTOR-150505	P. BANDYOPADHYAY
AHMED	MARYSTELLA	ADJ ACADEMIC SUP SVCS	TUTOR	TUTOR-150505	P. BANDYOPADHYAY
AMARIR	MOHAMED	ADJ ACADEMIC SUP SVCS	TUTOR	TUTOR-150505	P. BANDYOPADHYAY
ASJAD	NAIMA	ADJ ACADEMIC SUP SVCS	TUTOR	TUTOR-150505	P. BANDYOPADHYAY
BAMBA-ADEWUMI	AMINATA	ADJ ACADEMIC SUP SVCS	TUTOR	TUTOR-150505	P. BANDYOPADHYAY
BHATT	RUSHI	ADJ ACADEMIC SUP SVCS	TUTOR	TUTOR-150505	P. BANDYOPADHYAY
CAMPBELL	RONNETTE	ADJ ACADEMIC SUP SVCS	TUTOR	TUTOR-150505	P. BANDYOPADHYAY
CANIGLIA	JOSEPH	ADJ ACADEMIC SUP SVCS	ACAD WRKSP PRESENTER	ADJWP-150505	P. BANDYOPADHYAY
CARRILLO	PHILL	ADJ ACADEMIC SUP SVCS	TUTOR	TUTOR-150505	P. BANDYOPADHYAY
CHEN	JUN	ADJ ACADEMIC SUP SVCS	TUTOR	TUTOR-150505	P. BANDYOPADHYAY
DAANE	MARY	ADJ ACADEMIC SUP SVCS	TUTOR	TUTOR-150505	P. BANDYOPADHYAY
DALTON	ROSE	ADJ ACADEMIC SUP SVCS	HEAD ACADEMIC MENTOR	MENTOR-150505	P. BANDYOPADHYAY
DALY	BRIANNA	ADJ ACADEMIC SUP SVCS	TUTOR	TUTOR-150505	P. BANDYOPADHYAY
DAOUD	AYA	ADJ ACADEMIC SUP SVCS	TUTOR	TUTOR-150505	P. BANDYOPADHYAY
DAVENPORT	ANTHONY	ADJ ACADEMIC SUP SVCS	TUTOR	TUTOR-150505	P. BANDYOPADHYAY
DESEMBRANA	ROSANNA	ADJ ACADEMIC SUP SVCS	TUTOR	TUTOR-150505	P. BANDYOPADHYAY
DIAZ	CLEDYS	ADJ ACADEMIC SUP SVCS	TUTOR	TUTOR-150505	P. BANDYOPADHYAY
DIAZ	JOSE	ADJ ACADEMIC SUP SVCS	TUTOR	TUTOR-150505	P. BANDYOPADHYAY
DIGENIO	NATASHA	ADJ ACADEMIC SUP SVCS	TUTOR	TUTOR-150505	P. BANDYOPADHYAY
DJERROUD	DALILA	ADJ ACADEMIC SUP SVCS	TUTOR	TUTOR-150505	P. BANDYOPADHYAY
DOCAMPO-LOPEZ	LISANDRA	ADJ ACADEMIC SUP SVCS	TUTOR	TUTOR-150505	P. BANDYOPADHYAY
DUNN-FERNANDEZ	CARLOS	ADJ ACADEMIC SUP SVCS	TUTOR	TUTOR-150505	P. BANDYOPADHYAY
EDRIS	MARYAM	ADJ ACADEMIC SUP SVCS	TUTOR	TUTOR-150505	P. BANDYOPADHYAY
ELLAMEH	CAROL	ADJ ACADEMIC SUP SVCS	TUTOR	TUTOR-150505	P. BANDYOPADHYAY
FANT	NADIRA	ADJ ACADEMIC SUP SVCS	TUTOR	TUTOR-150505	P. BANDYOPADHYAY
FRENCH	ED STONE	ADJ ACADEMIC SUP SVCS	TUTOR	TUTOR-150505	P. BANDYOPADHYAY
GALANG	NOR THERESA	ADJ ACADEMIC SUP SVCS	TUTOR	TUTOR-150505	P. BANDYOPADHYAY
GANAPIN	DELFIN	ADJ ACADEMIC SUP SVCS	TUTOR	TUTOR-150505	P. BANDYOPADHYAY

GARCIA	JESSELYN	ADJ ACADEMIC SUP SVCS	TUTOR	TUTOR-150505	P. BANDYOPADHYAY
GERGS	RAFLAA	ADJ ACADEMIC SUP SVCS	TUTOR	TUTOR-150505	P. BANDYOPADHYAY
GIL	GUADALUPE	ADJ ACADEMIC SUP SVCS	TUTOR	TUTOR-150505	P. BANDYOPADHYAY
GOCHUICO	CARLO ANGELO	ADJ ACADEMIC SUP SVCS	TUTOR	TUTOR-150505	P. BANDYOPADHYAY
GOMEZ	MATTHEW	ADJ ACADEMIC SUP SVCS	TUTOR	TUTOR-150505	P. BANDYOPADHYAY
GONZALEZ	ROBERT	ADJ ACADEMIC SUP SVCS	TUTOR	TUTOR-150505	P. BANDYOPADHYAY
GRASSI	ERNESTO	ADJ ACADEMIC SUP SVCS	TUTOR	TUTOR-150505	P. BANDYOPADHYAY
GRIMALDI	ROSE	ADJ ACADEMIC SUP SVCS	TUTOR	TUTOR-150505	P. BANDYOPADHYAY
HAYOUNE	SARRA	ADJ ACADEMIC SUP SVCS	TUTOR	TUTOR-150505	P. BANDYOPADHYAY
HE	LANLAN	ADJ ACADEMIC SUP SVCS	TUTOR	TUTOR-150505	P. BANDYOPADHYAY
HOFFMAN	MADELYN	ADJ ACADEMIC SUP SVCS	TUTOR	TUTOR-150505	P. BANDYOPADHYAY
KHATRI	BINISH	ADJ ACADEMIC SUP SVCS	TUTOR	TUTOR-150505	P. BANDYOPADHYAY
KUTUBUDDIN	NIPON	ADJ ACADEMIC SUP SVCS	TUTOR	TUTOR-150505	P. BANDYOPADHYAY
LEWIS	STEVEN	ADJ ACADEMIC SUP SVCS	TUTOR	TUTOR-150505	P. BANDYOPADHYAY
LIEBL	CHRISTIAN	ADJ ACADEMIC SUP SVCS	EVE,WKND ADMINISTRATOR	EWKADM-150505	P. BANDYOPADHYAY
MARMOL	JOSEPH	ADJ ACADEMIC SUP SVCS	TUTOR	TUTOR-150505	P. BANDYOPADHYAY
MASTOURI	REDA	ADJ ACADEMIC SUP SVCS	TUTOR	TUTOR-150505	P. BANDYOPADHYAY
MCCARTHY	MARK	ADJ ACADEMIC SUP SVCS	TUTOR	TUTOR-150505	P. BANDYOPADHYAY
MCFARLANE- EDWARDS	JANET	ADJ ACADEMIC SUP SVCS	TUTOR	TUTOR-150505	P. BANDYOPADHYAY
MENDEZ	DANIEL	ADJ ACADEMIC SUP SVCS	TUTOR	TUTOR-150505	P. BANDYOPADHYAY
MORENO	ANDREA	ADJ ACADEMIC SUP SVCS	TUTOR	TUTOR-150505	P. BANDYOPADHYAY
MUNIZ	ALEXIS	ADJ ACADEMIC SUP SVCS	EVE,WKND ADMINISTRATOR	EWKADM-150505	P. BANDYOPADHYAY
NA	OLIVIA	ADJ ACADEMIC SUP SVCS	TUTOR	TUTOR-150505	P. BANDYOPADHYAY
NASRI	SOUMEYA	ADJ ACADEMIC SUP SVCS	TUTOR	TUTOR-150505	P. BANDYOPADHYAY
NZOUEJEU-MBENG	HAUDRIS	ADJ ACADEMIC SUP SVCS	TUTOR	TUTOR-150505	P. BANDYOPADHYAY
OLKEWICZ	KEITH	ADJ ACADEMIC SUP SVCS	TUTOR	TUTOR-150505	P. BANDYOPADHYAY
OSORIO	RAFAEL	ADJ ACADEMIC SUP SVCS	TUTOR	TUTOR-150505	P. BANDYOPADHYAY
OUANIR	HASSAN	ADJ ACADEMIC SUP SVCS	TUTOR	TUTOR-150505	P. BANDYOPADHYAY
PATEL	MANALI	ADJ ACADEMIC SUP SVCS	TUTOR	TUTOR-150505	P. BANDYOPADHYAY
PATEL	UTTSAV	ADJ ACADEMIC SUP SVCS	TUTOR	TUTOR-150505	P. BANDYOPADHYAY
PATON	DERKYL	ADJ ACADEMIC SUP SVCS	TUTOR	TUTOR-150505	P. BANDYOPADHYAY
PENSOY	SAEDEL	ADJ ACADEMIC SUP SVCS	TUTOR	TUTOR-150505	P. BANDYOPADHYAY
PEREIRA-SHOREY	JAMES	ADJ ACADEMIC SUP SVCS	TUTOR	TUTOR-150505	P. BANDYOPADHYAY
PEREZ	CHRISLENNY	ADJ ACADEMIC SUP SVCS	TUTOR	TUTOR-150505	P. BANDYOPADHYAY
PLUMMER	ANGLINE	ADJ ACADEMIC SUP SVCS	TUTOR	TUTOR-150505	P. BANDYOPADHYAY
RAMIREZ	ERIKA	ADJ ACADEMIC SUP SVCS	TUTOR	TUTOR-150505	P. BANDYOPADHYAY
REGA	DONNA	ADJ ACADEMIC SUP SVCS	TUTOR	TUTOR-150505	P. BANDYOPADHYAY
ROBERTSON	LAURA	ADJ ACADEMIC SUP SVCS	TUTOR	TUTOR-150505	P. BANDYOPADHYAY
ROMEA	RODRIGO	ADJ ACADEMIC SUP SVCS	TUTOR	TUTOR-150505	P. BANDYOPADHYAY
SALEM	HEBA	ADJ ACADEMIC SUP SVCS	TUTOR	TUTOR-150505	P. BANDYOPADHYAY

SHAHEEN	YAMIMA	ADJ ACADEMIC SUP SVCS	TUTOR	TUTOR-150505	P. BANDYOPADHYAY
SMITH	ALYSSA	ADJ ACADEMIC SUP SVCS	TUTOR	TUTOR-150505	P. BANDYOPADHYAY
TELLEZ	BIANELLY	ADJ ACADEMIC SUP SVCS	TUTOR	TUTOR-150505	P. BANDYOPADHYAY
THAKKAR	RAHUL	ADJ ACADEMIC SUP SVCS	TUTOR	TUTOR-150505	P. BANDYOPADHYAY
VALANZOLA	SANDRA	ADJ ACADEMIC SUP SVCS	TUTOR	TUTOR-150505	P. BANDYOPADHYAY
VELA	LINDA	ADJ ACADEMIC SUP SVCS	TUTOR	TUTOR-150505	P. BANDYOPADHYAY
WALTERS	MICHAEL	ADJ ACADEMIC SUP SVCS	TUTOR	TUTOR-150505	P. BANDYOPADHYAY
ZAHIN	HUMAYRA	ADJ ACADEMIC SUP SVCS	TUTOR	TUTOR-150505	P. BANDYOPADHYAY
ZAMBRANO	JOSSIE	ADJ ACADEMIC SUP SVCS	TUTOR	TUTOR-150505	P. BANDYOPADHYAY
ZAWISTOWSKI	GRACE	ADJ ACADEMIC SUP SVCS	TUTOR	TUTOR-150505	P. BANDYOPADHYAY
ZULUETA	ISABELITA	ADJ ACADEMIC SUP SVCS	TUTOR	TUTOR-150505	P. BANDYOPADHYAY
AHMED	MARYSTELLA	GRANTS	TUTOR	TUTOR-601084	P. BANDYOPADHYAY
AMARIR	MOHAMED	GRANTS	WORKSHOP PRESENTER	GRAWP-601084	P. BANDYOPADHYAY
AMARIR	MOHAMED	GRANTS	TUTOR	TUTOR-601084	P. BANDYOPADHYAY
ASJAD	NAIMA	GRANTS	TUTOR	TUTOR-601084	P. BANDYOPADHYAY
CARRILLO	PHILL	GRANTS	WORKSHOP PRESENTER	GRAWP-603013	P. BANDYOPADHYAY
CARRILLO	PHILL	GRANTS	WORKSHOP PRESENTER	GRAWP-601084	P. BANDYOPADHYAY
CARRILLO	PHILL	GRANTS	TUTOR	TUTOR-601084	P. BANDYOPADHYAY
DALY	BRIANNA	GRANTS	WORKSHOP PRESENTER	GRAWP-603013	P. BANDYOPADHYAY
DALY	BRIANNA	GRANTS	WORKSHOP PRESENTER	GRAWP-601084	P. BANDYOPADHYAY
DALY	BRIANNA	GRANTS	TUTOR	TUTOR-601084	P. BANDYOPADHYAY
DAVENPORT	ANTHONY	GRANTS	WORKSHOP PRESENTER	GRAWP-603013	P. BANDYOPADHYAY
DAVENPORT	ANTHONY	GRANTS	WORKSHOP PRESENTER	GRAWP-601084	P. BANDYOPADHYAY
DAVENPORT	ANTHONY	GRANTS	TUTOR	TUTOR-601084	P. BANDYOPADHYAY
DIAZ	JOSE	GRANTS	WORKSHOP PRESENTER	GRAWP-603013	P. BANDYOPADHYAY
DIAZ	JOSE	GRANTS	WORKSHOP PRESENTER	GRAWP-601084	P. BANDYOPADHYAY
DIAZ	JOSE	GRANTS	TUTOR	TUTOR-601084	P. BANDYOPADHYAY
DIGENIO	NATASHA	GRANTS	WORKSHOP PRESENTER	GRAWP-603013	P. BANDYOPADHYAY
DIGENIO	NATASHA	GRANTS	WORKSHOP PRESENTER	GRAWP-601084	P. BANDYOPADHYAY
DIGENIO	NATASHA	GRANTS	TUTOR	TUTOR-601084	P. BANDYOPADHYAY
DUNN-FERNANDEZ	CARLOS	GRANTS	TUTOR	TUTOR-603013	P. BANDYOPADHYAY
DUNN-FERNANDEZ	CARLOS	GRANTS	TUTOR	TUTOR-601084	P. BANDYOPADHYAY
FANT	NADIRA	GRANTS	TUTOR	TUTOR-601084	P. BANDYOPADHYAY
FRENCH	ED STONE	GRANTS	TUTOR	TUTOR-601084	P. BANDYOPADHYAY
GALANG	NOR THERESA	GRANTS	TUTOR	TUTOR-601084	P. BANDYOPADHYAY
GARCIA	JESSELYN	GRANTS	TUTOR	TUTOR-601084	P. BANDYOPADHYAY
GOCHUICO	CARLO ANGELO	GRANTS	TUTOR	TUTOR-601084	P. BANDYOPADHYAY
GRIMALDI	ROSE	GRANTS	TUTOR	TUTOR-601084	P. BANDYOPADHYAY
IMRAN	JAISHA	GRANTS	WORKSHOP PRESENTER	GRAWP-601084	P. BANDYOPADHYAY
IMRAN	JAISHA	GRANTS	TUTOR	TUTOR-601084	P. BANDYOPADHYAY
KUTUBUDDIN	NIPON	GRANTS	TUTOR	TUTOR-601084	P. BANDYOPADHYAY

MARMOL	JOSEPH	GRANTS	TUTOR	TUTOR-601084	P. BANDYOPADHYAY
MCCARTHY	MARK	GRANTS	WORKSHOP PRESENTER	GRAWP-603013	P. BANDYOPADHYAY
MCCARTHY	MARK	GRANTS	WORKSHOP PRESENTER	GRAWP-601084	P. BANDYOPADHYAY
MCCARTHY	MARK	GRANTS	TUTOR	TUTOR-601084	P. BANDYOPADHYAY
MORENO	ANDREA	GRANTS	TUTOR	TUTOR-603013	P. BANDYOPADHYAY
MORENO	ANDREA	GRANTS	TUTOR	TUTOR-601084	P. BANDYOPADHYAY
NAQI	SYED	GRANTS	WORKSHOP PRESENTER	GRAWP-601084	P. BANDYOPADHYAY
NAQI	SYED	GRANTS	SI LEADER	SILEAD-601084	P. BANDYOPADHYAY
OUANIR	HASSAN	GRANTS	WORKSHOP PRESENTER	GRAWP-603013	P. BANDYOPADHYAY
OUANIR	HASSAN	GRANTS	WORKSHOP PRESENTER	GRAWP-601084	P. BANDYOPADHYAY
OUANIR	HASSAN	GRANTS	TUTOR	TUTOR-601084	P. BANDYOPADHYAY
PAGAN	DIMARIE	GRANTS	WORKSHOP PRESENTER	GRAWP-601084	P. BANDYOPADHYAY
PAGAN	DIMARIE	GRANTS	SI LEADER	SILEAD-601084	P. BANDYOPADHYAY
PATEL	UTTSAV	GRANTS	TUTOR	TUTOR-603013	P. BANDYOPADHYAY
PATEL	UTTSAV	GRANTS	TUTOR	TUTOR-601084	P. BANDYOPADHYAY
PENSOY	SAEDEL	GRANTS	WORKSHOP PRESENTER	GRAWP-601084	P. BANDYOPADHYAY
PENSOY	SAEDEL	GRANTS	TUTOR	TUTOR-601084	P. BANDYOPADHYAY
PEREIRA-SHOREY	JAMES	GRANTS	TUTOR	TUTOR-601084	P. BANDYOPADHYAY
REGA	DONNA	GRANTS	TUTOR	TUTOR-601084	P. BANDYOPADHYAY
ROBERTSON	LAURA	GRANTS	WORKSHOP PRESENTER	GRAWP-603013	P. BANDYOPADHYAY
ROBERTSON	LAURA	GRANTS	WORKSHOP PRESENTER	GRAWP-601084	P. BANDYOPADHYAY
ROBERTSON	LAURA	GRANTS	TUTOR	TUTOR-601084	P. BANDYOPADHYAY
ROMEA	RODRIGO	GRANTS	TUTOR	TUTOR-601084	P. BANDYOPADHYAY
SHAHEEN	YAMIMA	GRANTS	TUTOR	TUTOR-601084	P. BANDYOPADHYAY
SMITH	ALYSSA	GRANTS	TUTOR	TUTOR-603013	P. BANDYOPADHYAY
TELLEZ	BIANELLY	GRANTS	TUTOR	TUTOR-601084	P. BANDYOPADHYAY
ABUAWADA	SARA	INFO TECH SERVICES	ISTR LAB ASSISTANT	ISTLAB-253025	D. PEREZ
AGARWAL	SHIVAM	INFO TECH SERVICES	ISTR LAB ASSISTANT	ISTLAB-253025	D. PEREZ
ALTAMIRANO	GEOVANNY	INFO TECH SERVICES	ISTR LAB ASSISTANT	ISTLAB-253025	D. PEREZ
BRITO	JONATHAN	INFO TECH SERVICES	ISTR LAB ASSISTANT	ISTLAB-253025	D. PEREZ
CERVANTES	SINDY	INFO TECH SERVICES	ISTR LAB ASSISTANT	ISTLAB-253025	D. PEREZ
DESCHAMPS	ANTHONY	INFO TECH SERVICES	ISTR LAB ASSISTANT	ISTLAB-253025	D. PEREZ
FARUQUE	MAHA	INFO TECH SERVICES	ISTR LAB ASSISTANT	ISTLAB-253025	D. PEREZ
FARUQUE	MUHAMMAD	INFO TECH SERVICES	ISTR LAB ASSISTANT	ISTLAB-253025	D. PEREZ
FAYYAZ	KOMAL	INFO TECH SERVICES	ISTR LAB ASSISTANT	ISTLAB-253025	D. PEREZ
FORTUNA-ESTEVEZ	BALMER	INFO TECH SERVICES	ISTR LAB ASSISTANT	ISTLAB-253025	D. PEREZ
HARDING	PAULA-KAY	INFO TECH SERVICES	ISTR LAB ASSISTANT	ISTLAB-253025	D. PEREZ
INSUASTI	KEVIN	INFO TECH SERVICES	ISTR LAB ASSISTANT	ISTLAB-253025	D. PEREZ
JANDIK	JUSTIN	INFO TECH SERVICES	ISTR LAB ASSISTANT	ISTLAB-253025	D. PEREZ
MARQUEZ	RON-NIE	INFO TECH SERVICES	ISTR LAB ASSISTANT	ISTLAB-253025	D. PEREZ
PATEL	AENAL	INFO TECH SERVICES	ISTR LAB ASSISTANT	ISTLAB-253025	D. PEREZ

PATEL	DEEP	INFO TECH SERVICES	ISTR LAB ASSISTANT	ISTLAB-253025	D. PEREZ
PATEL	MITULKUMAR	INFO TECH SERVICES	ISTR LAB ASSISTANT	ISTLAB-253025	D. PEREZ
PATEL	NEEL	INFO TECH SERVICES	ISTR LAB ASSISTANT	ISTLAB-253025	D. PEREZ
PATEL	RAJ	INFO TECH SERVICES	ISTR LAB ASSISTANT	ISTLAB-253025	D. PEREZ
PATEL	SHASHWAT	INFO TECH SERVICES	ISTR LAB ASSISTANT	ISTLAB-253025	D. PEREZ
PICHARDO	WILMER	INFO TECH SERVICES	ISTR LAB ASSISTANT	ISTLAB-253025	D. PEREZ
POLANCO	ONEAL	INFO TECH SERVICES	ISTR LAB ASSISTANT	ISTLAB-253025	D. PEREZ
PUEBLA	EUNICE	INFO TECH SERVICES	ISTR LAB ASSISTANT	ISTLAB-253025	D. PEREZ
RAMOS	JONATHAN	INFO TECH SERVICES	ISTR LAB ASSISTANT	ISTLAB-253025	D. PEREZ
RODRIGUEZ	MARIA	INFO TECH SERVICES	ISTR LAB ASSISTANT	ISTLAB-253025	D. PEREZ
ROJAS	LEONARDO	INFO TECH SERVICES	ISTR LAB ASSISTANT	ISTLAB-253025	D. PEREZ
SALMAN	MOHAMMAD	INFO TECH SERVICES	ISTR LAB ASSISTANT	ISTLAB-253025	D. PEREZ
SAMANIEGO	JUAN	INFO TECH SERVICES	ISTR LAB ASSISTANT	ISTLAB-253025	D. PEREZ
SHAH	HENIL	INFO TECH SERVICES	ISTR LAB ASSISTANT	ISTLAB-253025	D. PEREZ
SHETH	MEET	INFO TECH SERVICES	ISTR LAB ASSISTANT	ISTLAB-253025	D. PEREZ
SUAREZ	SELENA	INFO TECH SERVICES	ISTR LAB ASSISTANT	ISTLAB-253025	D. PEREZ
TABORA	HEATHER	INFO TECH SERVICES	ISTR LAB ASSISTANT	ISTLAB-253025	D. PEREZ
URIBE	DANIEL	INFO TECH SERVICES	ISTR LAB ASSISTANT	ISTLAB-253025	D. PEREZ
VAGHANI	MANASVI	INFO TECH SERVICES	ISTR LAB ASSISTANT	ISTLAB-253025	D. PEREZ
VELASQUEZ	ANA	INFO TECH SERVICES	ISTR LAB ASSISTANT	ISTLAB-253025	D. PEREZ
VELASQUEZ	CAMILA	INFO TECH SERVICES	ISTR LAB ASSISTANT	ISTLAB-253025	D. PEREZ
VERNA	APHYA	INFO TECH SERVICES	ISTR LAB ASSISTANT	ISTLAB-253025	D. PEREZ
VILLAMARIN	VALERIA	INFO TECH SERVICES	ISTR LAB ASSISTANT	ISTLAB-253025	D. PEREZ
BRYAN	EDWARD	STUDENT SERVICES	PEER LEADER	PEERLEA-701000	D. CLARK
CADENAS-SANDOVAL	OCTAVIO	STUDENT SERVICES	PEER LEADER	PEERLEA-701000	D. CLARK
GOTIA JR	EDWARD	STUDENT SERVICES	PEER LEADER	PEERLEA-701000	D. CLARK
KABEHO	KELLY	STUDENT SERVICES	PEER LEADER	PEERLEA-701000	D. CLARK
PARRALES	ASHLEY	STUDENT SERVICES	PEER LEADER	PEERLEA-701000	D. CLARK
PURCELL	JEREMY	STUDENT SERVICES	PEER LEADER	PEERLEA-701000	D. CLARK
RIANO	LAURA	STUDENT SERVICES	PEER LEADER	PEERLEA-701000	D. CLARK
VIVERO	ELISAMARIA	STUDENT SERVICES	PEER LEADER	PEERLEA-701000	D. CLARK
WEHNER	NAJEE	STUDENT SERVICES	PEER LEADER	PEERLEA-701000	D. CLARK
ABDULLAH	SIRHAN	GRANTS	PT INSTRUCTOR	GRAINS-601077	C. MIRASOL
ALZABI	ISMAIL	GRANTS	PT INSTRUCTOR	GRAINS-601077	C. MIRASOL
BADIVUKU	SHKELZEN	GRANTS	PT INSTRUCTOR	GRAINS-601077	C. MIRASOL
COLEMAN	RITA	GRANTS	EVALUATOR	CNAEVAL-601077	C. MIRASOL
COLEMAN	RITA	GRANTS	PT INSTRUCTOR	GRAINS-601077	C. MIRASOL
DIAZ	CARMEN	GRANTS	PT INSTRUCTOR	GRAINS-601077	C. MIRASOL
HOLDER	GABRIEL	GRANTS	PT INSTRUCTOR	GRAINS-601077	C. MIRASOL
JALOU	JOUMA	GRANTS	PT INSTRUCTOR	GRAINS-601077	C. MIRASOL
MELIK	SUZAN	GRANTS	PT INSTRUCTOR	GRAINS-601077	C. MIRASOL

MONTALVO	JOSE	GRANTS	PT INSTRUCTOR	GRAINS-601077	C. MIRASOL
NAKHLA	GIHAN	GRANTS	PT INSTRUCTOR	GRAINS-601077	C. MIRASOL
RANSOM	QUAFAYSHIA	DIVISION OF NTP	ASSISTANT COORDINATOR	PTACNTP-102005	C. MIRASOL
SAMID	HAYAT	DIVISION OF NTP	OFFICE ASSISTANT	OFFAST-102005	C. MIRASOL
ABAD	DAURY	COMMUNITY EDUCATION	DISHWASHER	CACEDW-102010	C. MIRASOL
ABDELAZIZ	MARWA	COMMUNITY EDUCATION	PT INSTRUCTOR	PTINST-102010	C. MIRASOL
ABDULLAH	SIRHAN	COMMUNITY EDUCATION	PT INSTRUCTOR	PTINST-102010	C. MIRASOL
ALKUINO	MICHAELANGELO	COMMUNITY EDUCATION	PT INSTRUCTOR	PTINST-102010	C. MIRASOL
ALVARADO	JOSSELYN	COMMUNITY EDUCATION	OFFICE ASSISTANT	OFFAST-102010	C. MIRASOL
ALZABI	ISMAIL	COMMUNITY EDUCATION	PT INSTRUCTOR	PTINST-102010	C. MIRASOL
ANKRAH	EMMANUEL	COMMUNITY EDUCATION	PT INSTRUCTOR	PTINST-102010	C. MIRASOL
BADIVUKU	SHKELZEN	COMMUNITY EDUCATION	PT INSTRUCTOR	PTINST-102010	C. MIRASOL
BANZON	AMELIA	COMMUNITY EDUCATION	PT INSTRUCTOR	PTINST-102010	C. MIRASOL
BEHMAN	NICOLE	COMMUNITY EDUCATION	PT INSTRUCTOR	PTINST-102010	C. MIRASOL
BOLMER	ROBERT	COMMUNITY EDUCATION	PT INSTRUCTOR	PTINST-102010	C. MIRASOL
CADIGAN	ROBERT	COMMUNITY EDUCATION	PT INSTRUCTOR	PTINST-102010	C. MIRASOL
CHOI	JOCELYN	COMMUNITY EDUCATION	PT INSTRUCTOR	PTINST-102010	C. MIRASOL
COLEMAN	RITA	COMMUNITY EDUCATION	PT INSTRUCTOR	PTINST-102010	C. MIRASOL
DIAZ	CARMEN	COMMUNITY EDUCATION	PT INSTRUCTOR	PTINST-102010	C. MIRASOL
GUÉRRRA	CARMEN	COMMUNITY EDUCATION	PT COORDINATOR	PTCORD-102010	C. MIRASOL
HOLDER	GABRIEL	COMMUNITY EDUCATION	PT INSTRUCTOR	PTINST-102010	C. MIRASOL
HUYNH	JOSEPH	COMMUNITY EDUCATION	PT INSTRUCTOR	PTINST-102010	C. MIRASOL
JALOU	JOUMA	COMMUNITY EDUCATION	PT INSTRUCTOR	PTINST-102010	C. MIRASOL
LEVINSOHN	ROBERT	COMMUNITY EDUCATION	PT INSTRUCTOR	PTINST-102010	C. MIRASOL
MELIK	SUZAN	COMMUNITY EDUCATION	PT INSTRUCTOR	PTINST-102010	C. MIRASOL
MINAYA-MENDEZ	NOEMI	COMMUNITY EDUCATION	PT INSTRUCTOR	PTINST-102010	C. MIRASOL
MINAYA-MENDEZ	NOEMI	COMMUNITY EDUCATION	OFFICE ASSISTANT	OFFAST-102010	C. MIRASOL
MONTALVO	JOSE	COMMUNITY EDUCATION	PT INSTRUCTOR	PTINST-102010	C. MIRASOL
NAKHLA	GIHAN	COMMUNITY EDUCATION	PT INSTRUCTOR	PTINST-102010	C. MIRASOL
ODEN	RUTH	COMMUNITY EDUCATION	PT INSTRUCTOR	PTINST-102010	C. MIRASOL
PAIGE	JOSEPHINE	COMMUNITY EDUCATION	PT INSTRUCTOR	PTINST-102010	C. MIRASOL
PERALES-GEVERO	AILENE	COMMUNITY EDUCATION	PT INSTRUCTOR	PTINST-102010	C. MIRASOL

PLOOM	LAVERNE	COMMUNITY EDUCATION	PT INSTRUCTOR	PTINST-102010	C. MIRASOL
RAZA	QAMAR	COMMUNITY EDUCATION	PT INSTRUCTOR	PTINST-102010	C. MIRASOL
SAMBULA	LISA	COMMUNITY EDUCATION	PT INSTRUCTOR	PTINST-102010	C. MIRASOL
URIZAR	GUADALUPE	COMMUNITY EDUCATION	OFFICE ASSISTANT	OFFAST-102010	C. MIRASOL
YAGOUBI	SALIHA	COMMUNITY EDUCATION	PT INSTRUCTOR	PTINST-102010	C. MIRASOL
AHMAD	TAHRIER	CTR FOR BUSINESS & IND	OFFICE ASSISTANT	OFFAST-103005	C. MIRASOL
ALKUINO	MICHAELANGELO	CTR FOR BUSINESS & IND	PROCTOR/SCORER	SCORER-103005	C. MIRASOL
ALKUINO	MICHAELANGELO	CTR FOR BUSINESS & IND	PT INSTRUCTOR	PTINST-103005	C. MIRASOL
BANZON	AMELIA	CTR FOR BUSINESS & IND	PT INSTRUCTOR	PTINST-103005	C. MIRASOL
BAXER	PAUL	CTR FOR BUSINESS & IND	PT INSTRUCTOR	PTINST-103005	C. MIRASOL
BAXER	PAUL	CTR FOR BUSINESS & IND	PT INSTRUCTOR	INSTRU-103005	C. MIRASOL
CAMPO	ANTHONY	CTR FOR BUSINESS & IND	PT INSTRUCTOR	PTINST-103005	C. MIRASOL
CARVAJAL	JUAN	CTR FOR BUSINESS & IND	PT INSTRUCTOR	PTINST-103005	C. MIRASOL
CHAHINE	ALAIN	CTR FOR BUSINESS & IND	PT INSTRUCTOR	PTINST-103005	C. MIRASOL
DAVIS	DANA	CTR FOR BUSINESS & IND	PT INSTRUCTOR	PTINST-103005	C. MIRASOL
DAW	CHIMERE	CTR FOR BUSINESS & IND	PT INSTRUCTOR	PTINST-103005	C. MIRASOL
EDWARDS	AYCHA	CTR FOR BUSINESS & IND	PT INSTRUCTOR	PTINST-103005	C. MIRASOL
GAVIRIA	DORISNEIDA	CTR FOR BUSINESS & IND	PT INSTRUCTOR	PTINST-103005	C. MIRASOL
HOSMER	KIM	CTR FOR BUSINESS & IND	PT INSTRUCTOR	PTINST-103005	C. MIRASOL
LIBUTSI	JOHNSTONE	CTR FOR BUSINESS & IND	PT INSTRUCTOR	PTINST-103005	C. MIRASOL
MELLENO	CHRISTINE	CTR FOR BUSINESS & IND	PT INSTRUCTOR	PTINST-103005	C. MIRASOL
MORUZZI	VICTOR	CTR FOR BUSINESS & IND	PT INSTRUCTOR	PTINST-103005	C. MIRASOL
MUNIZ	ALEXIS	CTR FOR BUSINESS & IND	PT INSTRUCTOR	PTINST-103005	C. MIRASOL
MUNIZ	ALEXIS	CTR FOR BUSINESS & IND	PROCTOR/SCORER	SCORER-103005	C. MIRASOL
ODEN	RUTH	CTR FOR BUSINESS & IND	PT INSTRUCTOR	PTINST-103005	C. MIRASOL
PERALES-GEVERO	AILENE	CTR FOR BUSINESS & IND	PT INSTRUCTOR	PTINST-103005	C. MIRASOL
RODRIGUEZ	MARIA V.	CTR FOR BUSINESS & IND	PT INSTRUCTOR	PTINST-103005	C. MIRASOL
ROSENBERG	STUART	CTR FOR BUSINESS & IND	PT INSTRUCTOR	PTINST-103005	C. MIRASOL
RUCKER	JILLIAN	CTR FOR BUSINESS & IND	PT INSTRUCTOR	PTINST-103005	C. MIRASOL
SAMID	HAYAT	CTR FOR BUSINESS & IND	PROCTOR/SCORER	SCORER-103005	C. MIRASOL
SARMIENTO	MARIA LITA	CTR FOR BUSINESS & IND	PT INSTRUCTOR	PTINST-103005	C. MIRASOL
SAUNDERS	DANIEL	CTR FOR BUSINESS & IND	PT INSTRUCTOR	PTINST-103005	C. MIRASOL
SAUNDERS	DANIEL	CTR FOR BUSINESS & IND	PT INSTRUCTOR	INSTRU-103005	C. MIRASOL
WALLACE	ANN	CTR FOR BUSINESS & IND	PT INSTRUCTOR	PTINST-103005	C. MIRASOL
AGUIRRE	MAURICIO	STEM	LAB ASSISTANT	LABAST-101015	J. MARLIN
DRIBKI	YASSINE	STEM	OFFICE ASSISTANT	OFFAST-101015	J. MARLIN
GUIMARAES	SILVIA	STEM	LAB ASSISTANT	LABAST-101015	J. MARLIN
HEDHLI	AMJED	STEM	LAB ASSISTANT	LABAST-101015	J. MARLIN
RODRIGUEZ	MARLENI	STEM	OFFICE ASSISTANT	OFFAST-101015	J. MARLIN

YE	MENGJIAO	STEM	OFFICE ASSISTANT	OFFAST-101015	J. MARLIN
BONEY	JOSEPH	NURSING	TUTOR	TUTOR-101017	C. FASANO
GOURDINE	ROSLYN	NURSING	TUTOR	TUTOR-101017	C. FASANO
JOSAPHAT	FABIOLA	NURSING	TUTOR	TUTOR-101017	C. FASANO
MANGAR	BIBI	NURSING	TUTOR	TUTOR-101017	C. FASANO
PARRALES	STANLEY	NURSING	TUTOR	TUTOR-101017	C. FASANO
QUINTAL-BRUAL	JAYMEE	NURSING	TUTOR	TUTOR-101017	C. FASANO
SEYE	ALIMA	NURSING	TUTOR	TUTOR-101017	C. FASANO
SORIANO	RUBI	NURSING	TUTOR	TUTOR-101017	C. FASANO
VOLLERO	ROBERT	NURSING	TUTOR	TUTOR-101017	C. FASANO
ARENA	STEPHANIE	COMMUNITY EDUCATION	PT INSTRUCTOR	PTINST-102025	L. SOSA-SANTIAGO
ARENA	STEPHANIE	COMMUNITY EDUCATION	PT INSTRUCTOR	NJCUPTH-102025	L. SOSA-SANTIAGO
GILLIAM	TANYA	COMMUNITY EDUCATION	PT INSTRUCTOR	NJCUPTH-102025	L. SOSA-SANTIAGO
GILLIAM	TANYA	COMMUNITY EDUCATION	PT INSTRUCTOR	PTINST-102025	L. SOSA-SANTIAGO
BAKHEET	HUSSEIN	EVE/WKND/OFFSITE	EW&O ADMINISTRATOR	EWKADM-252010	L. SOSA-SANTIAGO
DERTEANO	GLORIA	EVE/WKND/OFFSITE	EW&O ADMINISTRATOR	EWKADM-252010	L. SOSA-SANTIAGO
ELKHOLY	MARIAM	EVE/WKND/OFFSITE	EW&O ADMINISTRATOR	EWKADM-252010	L. SOSA-SANTIAGO
HELMY	MOHAMED	EVE/WKND/OFFSITE	EW&O ADMINISTRATOR	EWKADM-252010	L. SOSA-SANTIAGO
JAMES	SHEILA	EVE/WKND/OFFSITE	EW&O ADMINISTRATOR	EWKADM-252010	L. SOSA-SANTIAGO
LUMBSDEN	DWAYNE	EVE/WKND/OFFSITE	EW&O ADMINISTRATOR	EWKADM-252010	L. SOSA-SANTIAGO
POLK	CHARLES	EVE/WKND/OFFSITE	EW&O ADMINISTRATOR	EWKADM-252010	L. SOSA-SANTIAGO
SANDERS	INDRA	EVE/WKND/OFFSITE	EW&O ADMINISTRATOR	EWKADM-252010	L. SOSA-SANTIAGO
TESTA	GEORGE	EVE/WKND/OFFSITE	EW&O ADMINISTRATOR	EWKADM-252010	L. SOSA-SANTIAGO
WIGGINS	JAMES	EVE/WKND/OFFSITE	EW&O ADMINISTRATOR	EWKADM-252010	L. SOSA-SANTIAGO
ABAD	WASKAR	CUSTODIAL	DISHWASHER	DISHW-300515	J. MALDONADO
ABAD-RAMIREZ	DAURI	CUSTODIAL	DISHWASHER	DISHW-300515	J. MALDONADO
AVILES	LILLIAN	CUSTODIAL	DISHWASHER	DISHW-300515	J. MALDONADO
CRUZ	FELIX	CUSTODIAL	DISHWASHER	DISHW-300515	J. MALDONADO
RODRIGUEZ	DELIA	CUSTODIAL	DISHWASHER	DISHW-300515	J. MALDONADO
RODRIGUEZ	RAFAELA	CUSTODIAL	DISHWASHER	DISHW-300515	J. MALDONADO
SINGH	SOAMWATTIE	CUSTODIAL	DISHWASHER	DISHW-300515	J. MALDONADO
ABAD	ABDUL	ADVISE & COUNSELING	PT ADVISOR	ADVISOR-200510	M. REIMER
ABURI	ESTHER	ADVISE & COUNSELING	PT ADVISOR	ADVISOR-200510	M. REIMER
ALMANZAR	MARSELLY	ADVISE & COUNSELING	PT ADVISOR	ADVISOR-200510	M. REIMER
ALTAMIRANO	CRISTHIAN	ADVISE & COUNSELING	PT ADVISOR	ADVISOR-200510	M. REIMER
ELMADANI	ABDELAZIZ	ADVISE & COUNSELING	PT ADVISOR	ADVISOR-200510	M. REIMER
FERNANDEZ	CANDICE	ADVISE & COUNSELING	OFFICE ASSISTANT	OFFAST-200510	M. REIMER

FERNANDEZ	KATHERINE	ADVISE & COUNSELING	PT ADVISOR	ADVISOR-200510	M. REIMER
HARLEY	NAFISAH	ADVISE & COUNSELING	PT ADVISOR	ADVISOR-200510	M. REIMER
JOHNSON	JAMAR	ADVISE & COUNSELING	PT ADVISOR	ADVISOR-200510	M. REIMER
LIVESAY	LEWIS	ADVISE & COUNSELING	PT ADVISOR	ADVISOR-200510	M. REIMER
ROSADO	GRACE	ADVISE & COUNSELING	PT ADVISOR	ADVISOR-200510	M. REIMER
SALEH	DOUA	ADVISE & COUNSELING	PT ADVISOR	ADVISOR-200510	M. REIMER
SANDOVAL	GENESIS	ADVISE & COUNSELING	PT ADVISOR	ADVISOR-200510	M. REIMER
WILLIAMS	ERIKA	ADVISE & COUNSELING	OFFICE ASSISTANT	OFFAST-200510	M. REIMER
WONG-CASTELLANO	JOCELYN	ADVISE & COUNSELING	OFFICE ASSISTANT	OFFAST-200510	M. REIMER
BRINKLEY	LAURA	DISABILITY SUPP SVCS	SIGN LANGUAGE INTERP	SIGNLAU-150525	K. DAVIS
BURNETT	LAURA	DISABILITY SUPP SVCS	SIGN LANGUAGE INTERP	SIGNLAU-150525	K. DAVIS
CABEZAS-VELASQUEZ	JAVIER	DISABILITY SUPP SVCS	NOTETAKER/READER	READER-150525	K. DAVIS
CAMPUSANO	ASHLEY	DISABILITY SUPP SVCS	NOTETAKER/READER	READER-150525	K. DAVIS
CUNA	ANGELICA	DISABILITY SUPP SVCS	NOTETAKER/READER	READER-150525	K. DAVIS
DAPONTE	MARISA	DISABILITY SUPP SVCS	NOTETAKER/READER	READER-150525	K. DAVIS
DIOMANDE	MAIKA	DISABILITY SUPP SVCS	NOTETAKER/READER	READER-150525	K. DAVIS
DIAZ	MARYANN	DISABILITY SUPP SVCS	SIGN LANGUAGE INTERP	SIGNLAU-150525	K. DAVIS
DUMENCELA	ANGEL	DISABILITY SUPP SVCS	NOTETAKER/READER	READER-150525	K. DAVIS
FARRELL	KAREN	DISABILITY SUPP SVCS	SIGN LANGUAGE INTERP	SIGNLAU-150525	K. DAVIS
FERRI	JOHN	DISABILITY SUPP SVCS	NOTETAKER/READER	READER-150525	K. DAVIS
FRIEDMAN	MARCI	DISABILITY SUPP SVCS	SIGN LANGUAGE INTERP	SIGNLAU-150525	K. DAVIS
GALANG	NOR THERESA	DISABILITY SUPP SVCS	NOTETAKER/READER	READER-150525	K. DAVIS
GALINDO	MICHELE	DISABILITY SUPP SVCS	NOTETAKER/READER	READER-150525	K. DAVIS
GREEN	DONYA	DISABILITY SUPP SVCS	NOTETAKER/READER	READER-150525	K. DAVIS
GRIFFITH	AMIRA	DISABILITY SUPP SVCS	SIGN LANGUAGE INTERP	SIGNLAU-150525	K. DAVIS
HORNE	JEFFREY	DISABILITY SUPP SVCS	NOTETAKER/READER	READER-150525	K. DAVIS
JAKISSOON	MARTHA	DISABILITY SUPP SVCS	NOTETAKER/READER	READER-150525	K. DAVIS
JAVED	FATIMA	DISABILITY SUPP SVCS	NOTETAKER/READER	READER-150525	K. DAVIS
LARUSSO	FAITH	DISABILITY SUPP SVCS	NOTETAKER/READER	READER-150525	K. DAVIS
MENDEZ	DANIEL	DISABILITY SUPP SVCS	NOTETAKER/READER	READER-150525	K. DAVIS
MULLER	KIMBERLY	DISABILITY SUPP SVCS	SIGN LANGUAGE INTERP	SIGNLAU-150525	K. DAVIS
REEVES	ANGELIQUE	DISABILITY SUPP SVCS	NOTETAKER/READER	READER-150525	K. DAVIS
REEVES	GABRIELLE	DISABILITY SUPP SVCS	NOTETAKER/READER	READER-150525	K. DAVIS
RIZZO	DANIELLE	DISABILITY SUPP SVCS	SIGN LANGUAGE INTERP	SIGNLAU-150525	K. DAVIS
RODRIGUEZ	LEE	DISABILITY SUPP SVCS	NOTETAKER/READER	READER-150525	K. DAVIS
SHAHEEN	YAMIMA	DISABILITY SUPP SVCS	NOTETAKER/READER	READER-150525	K. DAVIS
SMITH	JENNIFER	DISABILITY SUPP SVCS	SIGN LANGUAGE INTERP	SIGNLAU-150525	K. DAVIS
VALVANO	KATRINA	DISABILITY SUPP SVCS	NOTETAKER/READER	READER-150525	K. DAVIS

WILLIAMS	ERIKA	DISABILITY SUPP SVCS	NOTETAKER/READER	READER-150525	K. DAVIS
ZAHUR	WARDAH	DISABILITY SUPP SVCS	NOTETAKER/READER	READER-150525	K. DAVIS
ZAPATA	CLARISSA	DISABILITY SUPP SVCS	NOTETAKER/READER	READER-150525	K. DAVIS
HECHT	CATHERINE	CULTURAL AFFAIRS	ASSISTANT	GALAST-255011	M. VITALE
RARO	JUSTIN	CULTURAL AFFAIRS	GALLERY ASSISTANT	GALAST-255011	M. VITALE
ROOFE	SEAN	CULTURAL AFFAIRS	PROGRAM COORDINATOR	PROCORD-255011	M. VITALE
BOWMAN	JONATHAN	CAREER DEVELOPMENT	PT CAREER ADVISOR	ADVISOR-200531	A. SANAI
BREWER	DEJA'NEE	CAREER DEVELOPMENT	OFFICE ASSISTANT	OFFAST-200531	A. SANAI
ELMERA	CARMENE	CAREER DEVELOPMENT	PT CAREER ADVISOR	ADVISOR-200531	A. SANAI
FARFAN	MARCELA	CAREER DEVELOPMENT	PT CAREER ADVISOR	ADVISOR-200531	A. SANAI
SMYTH	SARAH	CAREER DEVELOPMENT	OFFICE ASSISTANT	OFFAST-200531	A. SANAI
COLLAZO	MADELINE	EDUC OPPORTUNITY FUND	OFFICE ASSISTANT	OFFAST-150515	T. HARRIS
PRIVAT	VIERGELINE	EDUC OPPORTUNITY FUND	OFFICE ASSISTANT	OFFAST-150515	T. HARRIS
ARTHUR	WHITNEY	STUDENT ACTIVITIES	PROGRAMMING ASSISTANT	PRGAST-701000	V. GEROSIMO

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. 6.*

7. APPOINTMENT OF ADDITIONAL NEW HIRE ADJUNCTS SPRING 2018.

LAST NAME	FIRST NAME	DEPARTMENT
STEINBERG	MARIA	HUMANITIES

RECOMMENDATION: *The President, the Administration and the Personnel Committee recommend that the Board of Trustees approve the Appointment of Additional New Hire Adjuncts Fall FY 2017 listed above as Personnel Recommendation Item No 7.*

8. Resolution Authorizing the Award of Employee Assistance Program (EAP) Consultant Services for Human Resources Department

WHEREAS, *the College has a need for a consultant services for Human Resources Department to provide counseling and referral services to employers for Employee Assistance Programs (EAP) established for the benefit of their employees and their dependent; and*

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

WHEREAS, *the anticipated term is Calendar year 2018; and*

WHEREAS, *E4 Health, Inc. of Texas is the proposed vendor to provide these services, at a total cost not to exceed \$7,500; and*

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

RECOMMENDATION: *The President, Administration, and Personnel Committee recommend that the Board of Trustees of the Hudson County Community College authorizes the Purchasing Agent to approve E4 Health, Inc. herein at a cost not to exceed \$7,500.*

9. **Stipend**

WHEREAS, oversight and preparation of payroll is needed while the Payroll Officer is out on temporary disability, and

WHEREAS, the College would like to assign Michael Mory, Accountant, to provide these services in addition to his current duties until the Payroll Officer returns no later than June 30, 2018 at a rate of \$900 per month commencing October 15, 2017.

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 1-9**: 1) Resignations, 2) Appointment of Faculty, 3) Appointment of Staff, 4) Staffing Table Changes, 5) Temporary Full-Time Assignments, 6) Appointment of Additional New and Continuing Part-Time Hires, 7) Appointment of Additional New Hire Adjuncts Spring 2018, 8) Resolution Authorizing the Award of Employee Assistance Program (EAP) Consultant Services for Human Resources Department, and 9) Stipend.

INTRODUCED BY: Joanne Kosakowski

SECONDED BY: Harold Stahl

DATE: November 21, 2017

Callahan, Kevin	<u>AYE</u>
Fahrenholz, Karen	<u>AYE</u>
Gardner, Pamela	<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>
Stahl, Harold	<u>AYE</u>
Netchert, William, Chair	<u>AYE</u>

8 Ayes..... 0 Nay

RESOLUTION ADOPTED

Jennifer Oakley
Signature of Recorder

11-21-17
Date

**HUDSON COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES MEETING
November 21, 2017**

IX. ACADEMIC AND STUDENT AFFAIRS

- 1. Proposed New Academic Degree program
Associate in Science (AS) in Medical Sciences Pre-Professional (63 credits)**

REPORT/BACKGROUND

In early Fall 2016, a task force was formed as one of a number of collaborative efforts to develop strategies to reverse declining enrollment trends and support HCCC Strategic Plan 2016-2021 initiatives. The group is tasked with exploring and analyzing economic trends and ever-changing market/community needs in the county and metropolitan areas. The information is being used to assist in assessing and implementing new educational programs to best serve the county residents.

HCCC proposes a new academic degree program with anticipated implementation in September 2018.

The 63-credit program (Attachment I) is designed as a pathway to further study in variety of health care and/or pre-medical specialized fields such as pre-physical therapy, pre-physician assistant or pre-pharmacy. The general education courses equip students with a multidisciplinary understanding of health and health care in today's world. The degree program's core is composed of science courses that are the common prerequisites for admission into allied health care programs.

This program will attract new students interested in a medical career and will prepare them to be successful in pre-medicine baccalaureate programs. Healthcare and related services continue to enjoy the highest demand for employment according to the U.S. Bureau of Labor Statistics. This is very likely due to the increasing number of 'Baby Boomers' who are nearing retirement, and the lack of younger workers to take their place in the workforce.

The U.S. Bureau of Labor Statistics (BLS) projected much faster than average job growth of 30% for physician assistants, physical and occupational therapists, pharmacists, and physicians during the 2014-2024 decade. These primary healthcare providers' cost-effectiveness and ability to treat a growing elderly population were expected to produce an increase of 28,700 positions over this 10-year period.

This degree program supports the College's mission and aligns with key institutional priorities including but not limited to a commitment to academic excellence, the expansion of institution building and resources through enrollment and recruitment efforts.

RECOMMENDATION:

The President and Administration recommend that the Board of Trustees approve the implementation of the proposed Academic Degree: Associate in Science in Medical Sciences Pre-Professional, effective September 2018.

2. Proposed Revisions to HCCC Academic Calendars for Spring 2018 and Summer 2018

REPORT/BACKGROUND:

HCCC proposes revisions to the Academic Calendars for Spring 2018 and Summer 2018.

Proposed revisions to the Spring 2018 Academic Calendar (Attachment 2-a) include minor corrections of dates and adjusting the Term Dates for Online Session B from March 28 – May 15 to March 19-May 13. This shift in start and end dates accommodates for the pause in instruction for spring break (March 26 – April 1) and meets with the principles set forth by HCCC's Center for Online Learning.

Proposed revisions to the Summer 2018 Academic Calendar (Attachment 2-b) include adjusting the start date for Summer Session I from Tuesday, May 22 to Monday, May 21 with final exams now scheduled for Tuesday, June 26 and Wednesday, June 27. With Commencement confirmed for Thursday, May 17, 2018, classes will now be in session on Thursday, May 24. This adjustment allows for additional time for recruitment for Summer II classes. Summer Session II will still begin on Monday, July 9 and end on Tuesday, August 14.

RECOMMENDATION:

The President and Administration recommend that the Board of Trustees approve the proposed revisions to the HCCC Academic Calendars for Spring 2018 and Summer 2018.

RESOLUTION:

NOW, THEREFORE BE IT RESOLVED that the Board of Trustees approve the recommendations of the President and Administration, and the Academic and Student Affairs Committee as outlined above in IX. Academic and Student Affairs Recommendations 1 & 2: 1) Proposed New Academic Degree: Associate in Science in Medical Sciences Pre-Professional, 2) Revisions to the HCCC Academic Calendars for Spring 2018 and Summer 2018.

INTRODUCED BY: Karen Fahrenholz

SECONDED BY: Kevin Callahan

DATE: November 21, 2017

Callahan, Kevin	<u>AYE</u>
Fahrenholz, Karen	<u>AYE</u>
Gardner, Pamela	<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>
Stahl, Harold	<u>AYE</u>
Netchert, William, Chair	<u>AYE</u>

8 Ayes..... 0 Nay

RESOLUTION ADOPTED

Jennifer Dally
Signature of Recorder

11-21-17
Date

HUDSON COUNTY COMMUNITY COLLEGE ACADEMIC CALENDAR ❖ SPRING 2018

November 1, 2017	Spring 2018 Registration Begins
Wednesday, Jan 3 – Thursday, Jan 18	Winter Intersession
Monday, Jan 15	Martin Luther King Jr. Day - College Closed
Wednesday, Jan 17	College Service Day Late Registration begins
Thursday, Jan 18	All College Faculty Meeting 6:00 PM
Monday, Jan 22	Regular Term begins at HCCC including L.E.A.P. & Off-Site classes
Monday, Jan 22 Sunday, Feb 4	Add/Drop Period (No classes can be added after two meetings)
Monday, Feb 12	Quick Term classes begin ^Add/Drop Period: Feb. 12 – Feb. 20
Friday, Feb 16	Classes in Session - Administrative Offices closed
Monday, Feb 19	Presidents' Day: No classes- College Closed
Monday, Mar 12 – Sunday, Mar 18	Mid-term exams/Advisement period
Thursday, Mar 22	Last day to submit midterm advisory grades to Registrar's Office
Monday, Mar 26 – Sunday, Apr 1	Spring/Easter Recess – No Classes
Sunday, Apr 1	Summer & Fall 2018 Online Registration begins for eligible students
Friday, Apr 6	Last day to complete official withdrawal from L.E.A.P., Off-site, Regular Term, and Quick Term Classes. (For all other dates, please consult the Winter/Spring 2018 Student Refund Calendar)
Monday, Apr 16	Summer & Fall 2018 Registration begins (In-person)
Tuesday, May 8 – Monday, May 14	Last classes and/or final exams for L.E.A.P., Off-site, Regular Term, and Quick Term
Thursday, May 17	Commencement

Spring 2018 Term Dates for Special Sessions

Culinary

- Cycle I ("DA"): Jan 22 – Feb 24
- Cycle II ("DB"): Feb 26 – Apr 7
- Cycle III ("DC"): Apr 9 – May 14

Online

- "ONR" Sections Jan 22 – May 14
- Session A ("ONA") Jan 22 – Mar 11
- Session B ("ONB") Mar 19 – May 13

CSS 100 10-wk. courses Jan 22 – Apr 9

Quick Term 12-wk. courses Feb 12 – May 14

**For a complete list of refund dates, please consult
the Winter/Spring 2018 Student Refund Calendar.*

SUMMER SESSIONS 2018 (at a glance)

- ◇ Summer I – May 21 – June 27
- ◇ Summer II – July 9 – Aug 14
- ❖ Summer online A – May 21 – July 1
- ❖ Summer online B – July 5 – Aug 15

Friday, May 18 Last day to submit final grades to the Registrar's Office

Note: The College reserves the right to modify the calendar

For school closing during inclement weather, CALL 201-714-7100

LISTEN for radio announcements on WINS 1010AM; WADO 1280 AM; WVNJ 1160 AM and WCBS 880 AM

LOG ONTO College website: www.hccc.edu MyHudson Portal: <http://myhudson.hccc.edu>

HUDSON COUNTY COMMUNITY COLLEGE ACADEMIC CALENDAR ❖ SUMMER 2018**Summer Session I ✦ May 21 – June 27, 2018***Wednesday, May 16 Walk-in registration for Summer Sessions I & II**Thursday, May 17 Commencement**Monday, May 21 Classes begin, Summer Session I**Wednesday, May 23 Last day to Add/Drop for Summer Session I**Monday, May 28 Memorial Day – College closed**Thursday, June 14 Last day to withdraw from Summer Session I***SUMMER ONLINE CLASSES****> Summer A – May 21– July 1****> Summer B – July 5 – Aug 15***Tuesday, June 26 Final exams for Summer Session I
& Wednesday, June 27**Monday, July 2 Last day to submit Summer I grades to the Registrar's Office**Wednesday, July 4 Independence Day Observed – College closed***Summer Session II ✦ July 9 – August 14, 2018***Monday, July 9 Classes begin, Summer Session II**Monday, July 9 – EOF Summer Program for new students
Thursday, August 9**Wednesday, July 11 Last day to Add/Drop for Summer Session II**Monday, July 23 – Basic English Express Classes
Friday, August 3**Wednesday, August 1 Last day to withdraw from Summer Session II**Monday, August 13 & Final Exams, Summer II
Tuesday, August 14**Friday, August 17 Last day to submit Summer II grades to the Registrar's Office**Wednesday, September 5 Fall 2018 classes begin at HCCC (tentative) – After Labor Day***Note: The College reserves the right to modify the calendar.***Academic Affairs ✦ ACP Approved 10-11-2017*



PROGRAM ANNOUNCEMENT COVER PAGE

Date: 3/17/2017

Institution:	Hudson County Community College
New Program Title:	Medical Sciences – Pre Professional
Degree Designation:	Associate in Science
Programmatic Mission Level For Institution (see Appendix C in AIC Manual)	Associate
Degree Abbreviation:	AS
CIP Code and Nomenclature (if possible): <i>If outside the classification indicate Not Applicable.</i>	51.0000 – Health Services/Allied Health/Health Sciences
Campus(es) where the program will be offered:	<i>Journal Square Campus 25 Journal Square Jersey City, NJ 07306</i>
Date when program will begin (month and year):	September 2018
List the institutions with which articulation agreements will be arranged:	New Jersey City University Felician University Saint Peter's University Rutgers University

Is licensure required of program graduates to gain employment? _____ Yes X NoWill the institution seek accreditation for this program? _____ Yes X No

▪ If yes, list the accrediting organization:

Program Announcement Narrative:

▪ Objectives	page(s): <u>2</u>
▪ Need	page(s): <u>5</u>
▪ Student enrollments	page(s): <u>5</u>
▪ Program resources	page(s): <u>5-6</u>
▪ Curriculum Design	page(s): <u>6-12</u>
▪ Finances	page(s): <u>13</u>



PROGRAM ANNOUNCEMENT

Medical Sciences – Pre-Professional

Program Announcement Narrative

I. Objectives

Hudson County Community College proposes a new Associate in Science (A.S.) degree in Medical Sciences Pre-Professional. The Associate in Science in Medical Sciences is a Pre-Professional degree that prepares students for transfer to baccalaureate degree programs that will lead to careers in allied health care fields.

This program is designed as a pathway to further study in variety of health care and/or pre-medical specialized fields such as pre-physical therapy, pre-physician assistant or pre-pharmacy. The general education courses equip students with a multidisciplinary understanding of health and health care in today's world. The degree program's core is composed of science courses that are the common prerequisites for admission into allied health care programs.

The A.S. Medical Sciences Pre-Professional degree does not exceed the programmatic mission of Hudson County Community College.

Catalog Program Description:

The Associate in Science in Medical Sciences is a Pre-Professional degree that prepares students for transfer to baccalaureate degree programs that will lead to careers in allied health care fields. The program is designed as a pathway to further study in variety of health care and/or pre-medical specialized fields such as pre-physical therapy, pre-physician assistant or pre-pharmacy. Through required coursework, students gain the necessary knowledge and skills for admission into allied health care programs.

Program Learning Goals:

1. Provide students with a foundation of biologic science principles, concepts, and theories.
2. Engage students in scientific medical inquiry and problem solving.
3. Teach students to communicate scientific ideas and concepts in a variety of written and oral methods.
4. Promote an understanding of culture as it impacts health promotion and disease prevention in the community.

II. Evaluation and Learning Outcomes Assessment plan for the program

Student Learning Outcomes:

1. Analyze human structural and functional anatomy and physiology, and apply biologic sciences as they relate to health and disease.
2. Differentiate medical terminology in tests, procedures, and descriptions of medical problems.
3. Present scientific results and medical data in both oral and written formats.
4. Compare and contrast medical law with medical ethics as they relate to the practice of medicine in the U.S.
5. Apply quantitative reasoning skills in the process of scientific inquiry.

Program Learning Goals	Student Learning Outcomes	Course or Other Points in the Curriculum Where Outcomes are Assessed	Assessment Methods or Tools
Goal #1: Provide students with a foundation of biologic science principles, concepts, and theories.	1.1. Analyze human functional anatomy and physiology and apply biologic sciences as they relate to health and disease.	BIO 111/211 BIO 115/116 BIO 250 Major Electives	Lab Reports
Goal #2: Engage students in scientific medical inquiry and problem solving.	2.1. Differentiate medical terminology in tests, procedures, and descriptions of medical problems. 2.2. Apply quantitative reasoning skills in the process of scientific inquiry	BIO 111/211 Major Electives MAT 110	Exams & Lab reports Written Assignments Quizzes / Exams
Goal #3: Teach students to communicate scientific ideas and concepts in a variety of written and oral methods.	3.1. Present scientific results and medical data in both oral and written formats.	ENG 102 BIO 111/211 BIO 115/116 BIO 250 HLT 210	Research Paper Lab reports Presentations

Goal #4: Promote an understanding of culture as it impacts health promotion and disease prevention in the community.	4.1. Compare and contrast medical law with medical ethics as they relate to the practice of medicine in culturally diverse U.S.	HLT 110	Written Assignments
		HLT 111	Exam
		PSY 101	Research Paper
		HLT 210	Presentations

The following table represents the assessment monitoring areas. The Program Coordinator together with the Associate Dean will monitor these variables.

Assessment Tool	Targeted Audience	Purpose	Timetable
Retention Rate	Enrolled students	Monitor of GPA	Each semester
Completion Rate	Graduation rate	Number who complete the requirements for the degree.	Yearly
Transfer Rate	Transfer students	Number of students accepted into upper division colleges & universities.	Yearly

III. Relationship of the program to institutional strategic plan and its effect on other institutional programs at the same institution.

The College Mission and Vision is to provide programs and courses that prepare students for transfer and/or careers that are relevant and in need within the communities it serves. This program will attract new students interested in a medical career and will prepare them to be successful in pre-medicine baccalaureate programs. This program would enhance the mission and is within the strategic plan of the College as cited in the following excerpts:

1.1	Review academic programs and develop new credit and non-credit programs and classes to meet career and workforce needs, the demands of the new economy, and changing demographics.
5.4	Expand revenues through enrollment increases, private giving, grants, the development of profit centers, and county, state and federal support.
6.4	Increase student recruitment efforts, emphasizing traditionally underserved students as well as non-traditional populations who can benefit from an HCCC education.

IV. Need

Healthcare and related services continue to enjoy the highest demand for employment according to the U.S. Bureau of Labor Statistics. This is very likely due to the increasing number of 'Baby Boomers' who are nearing retirement, and the lack of younger workers to take their place in the workforce.

The U.S. Bureau of Labor Statistics (BLS) projected much faster than average job growth of 30% for physician assistants, physical and occupational therapists, pharmacists, and physicians during the 2014-2024 decade. These primary healthcare providers' cost-effectiveness and ability to treat a growing elderly population were expected to produce an increase of 28,700 positions over this 10-year period.

Similar Programs:

Community Colleges:

Middlesex County College – AS Degree – Allied Health Pre Professional

Senior Colleges & Universities:

Felician University	BS – Pre Professional Physical Therapy
New Jersey City University	BS – Health Sciences
Seton Hall University	BS - Pre Professional Health Sciences
	MS – Physician Assistant and Athletic Trainer
Rutgers University	BS – Chemistry
	Phar.D. – Pharmacy
Saint Peter's University	BS – Pre-professional – Health Related

V. Students

We estimate, based on the number of inquiries we are receiving, that this will be a steadily growing program.

Year 1	30
Year 2	60
Year 3	90 +

VI. Program Resources

One full time existing faculty will be assigned to this program. Based on enrollment, there will be a minimum of two to three adjunct faculty teaching the major courses.

The College maintains a number of computer labs that will be used for students in selected courses. In addition, the College has medical and nursing labs that have multiple uses by a variety of students.

The College Library has multiple resources both print and online. In addition, the College has the following database resources available to faculty and students:

Databases

Academic Search Complete
CINAHL Plus with Full Text
Gale Virtual Reference Center
Health Reference Center
Science Direct

VII Degree Requirements**Program Admission Requirements:**

HCCC is an open enrollment College. Admission into the Medical Sciences
Pre Professional program will be evaluated by the following criteria:

- High School, Transfer, or Second Degree students: GPA of 2.5 or higher
- Two years of High School Math and Science courses
- SAT or ACT

Curriculum Design

Degree Program: AS - Medical Sciences: Pre Professional

Pre Physical Therapy, Pre Occupational Therapy, Pre Athletic Trainer, Pre Physician Assistant,
Pre Pharmacy

Course	Title	Credits
COLLEGE REQUIRMENT:		
CSS 100	College Student Success	1
GENERAL EDUCATION:		
ENG 101	College Composition I	3
ENG 102	College Composition II	3
ENG 112	Speech	3
PSY 101	Introduction to Psychology	3
MAT 110	Precalculus	4
CSC 100	Introduction to Computers & Computing	3
BIO 111	Anatomy & Physiology I	4
HLT 110 (Diversity Elective)	Culture, Diversity & Health Care	3
SS/HUM ELECTIVE	Social Science / Humanities Elective	3
HUMANITIES ELECTIVE	(see catalog for choices)	3
Total =		32

Major (Specialized) Requirement

Course	Title	Credits
BIO 211	Anatomy & Physiology II	4
BIO 115	Principles of Biology I	4
BIO 116	Principles of Biology II	4
BIO 250 or PHY 111	Microbiology or Physics I	4
HLT 210	Medical Law & Ethics	3
MAJOR ELECTIVES**	Choose from below	11
Total =		30

TOTAL CREDITS = 63

****Restricted MAJOR electives:**

EXS XXX	Sports Medicine	3
EXS XXX	Exercise Physiology	4
EXS XXX	Kinesiology	4
HLT 111	Health Care Delivery Systems	2
MDA 106	Medical Terminology	3
MDA 224	Pharmacology	3
CHP 111	College Chemistry I	4
CHP 211	College Chemistry II	4
EMT 100	Emergency Medical Technician	6

Semester Breakdown:

First Semester

CSS 100	College Student Success	1
ENG 101	College Composition I	3
BIO 111	Anatomy & Physiology I	4
MAT 110	Precalculus	4
PSY 101	Intro to Psychology	3
TOTAL =		15

Second Semester

ENG 102	College Composition II	3
BIO 211	Anatomy & Physiology II	4
CSC 100	Computers & Computing	3
HLT 110	Culture, Diversity, & Health Care	3
ENG 112	Speech	3
TOTAL =		16

Third Semester

BIO 115	Principles of Biology I	4
HLT 210	Med Law & Ethics	3
Major	Elective	2-3-4-6
SS/HUM	Elective	3
TOTAL =		12-16

Fourth Semester

Major	Elective	2-3-4-6
BIO 116	Principles of Biology II	4
BIO 250 or PHY 111	Microbiology or Physics I	4
HUM	Elective	3
TOTAL =		13-17

COURSE DESCRIPTIONS
Major Requirements & Electives

BIO 115	Principles of Biology I	4 CR
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Principles of biology I is a lecture and lab course that addresses some fundamental concepts and applications of biology. Students learn the chemical context of life and the structure and function of large molecules like DNA. Students also learn the cell structure, function and how process such as photosynthesis, metabolism, cell cycle, and cellular respiration take place inside the cell. The course also give students a clear understanding of some molecular and genetic concepts such as Mendelian inheritance and transcription & translation inside a cell. 3 hours lecture/ 3 hours lab.

BIO 116	Principles of Biology II	4 CR
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This course is a continuation of Principles of Biology I. Students will study the structure, function, and behavior of organisms and the unity and diversity of life. They will learn about the biological organisms and processes and how to correlate new biological concepts with ones previously learned. Laboratory exercises will encourage students to practice science through hands-on experiments. 3 hours lecture/ 3 hours lab. Prerequisites: BIO 115

BIO 211	Anatomy and Physiology II	4 CR
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This course is a continuation of Anatomy and Physiology I. Students will become acquainted with the basic functions, complexities, ad inter-relationships of the components of the human body. Topics will include the circulatory, endocrine, digestive, excretory, and reproductive systems. Lectures are supplemented by laboratory sessions which will include dissection and elementary physiologic experiments. 3 hours lecture/ 3 hours lab. Prerequisites: BIO 111

BIO 250	Microbiology	4 CR
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This course is geared for individuals entering the medical or health sciences professions. It will encompass a survey of microorganism with emphasis on bacteria and applications of microbiology. The laboratory session will stress isolation, cultivation, and various biochemical and identification techniques of selected bacteria and other microorganisms. 3 hours lecture/ 3 hours lab. Prerequisites: BIO 211

CHP 111	College Chemistry I	4 CR
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This course is an introduction to common physical and chemical properties of substances and solutions. Topics cover scientific measurements and SI units, atomic structure and periodic table, inorganic nomenclature, gas laws, chemical stoichiometry, chemical bonding, molecular geometry and polarity, thermochemistry, liquid properties, cubic crystals, and solutions. Laboratory work illustrates common lab techniques as well as chemical principles. 3 hours lecture/ 3 hours lab.

CHP 211	College Chemistry II	4 CR
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This course is continuation of college chemistry I and an introduction of physiochemical concepts. Topics cover reaction rate, chemical equilibria, precipitation, acid-base, complexation, redox, electrochemistry, nuclear reactions, and thermodynamic quantities. Laboratory work introduces experiments pertinent to lecture subjects and consists of semi qualitative analysis. 3 hours lecture/ 3 hours lab. Prerequisites: CHP 111.

EMT 100 **Emergency Medical Technician** **6 CR**
The EMT course is designed to develop the skills and knowledge required of entry level Emergency Medical Technicians. Upon successful completion of this course, the student will be able to take both the state of New Jersey and National Registry of EMTs certification exams for EMT- Basic providers. Note: There is a significant amount of lab/practice hours required for this course. 6 hours lecture/ 6 hours lab.

EXS-XXX. **Kinesiology** **4 CR**
The science of human movement from biomechanical, neuromuscular, and anatomical perspectives; human muscular, joint, and connective tissue anatomy; and actions of skeletal muscles are detailed. 2 hours lecture/2 hours lab. Prerequisites: BIO 211

EXS XXX. **Exercise Physiology** **4 CR**
This course includes the study of human responses and adaptations to exercise of varying levels of stress and intensity. Major topics include bioenergetics, the physiology of the circulatory, respiratory, muscular and nervous systems as they apply to exercise, and the underlying physiological basis of fitness. 2 hours lecture/2 hours lab

EXS XXX. **Sports Medicine** **3 CR**
This is an introductory course to the field of sports medicine. The course will introduce prevention and care of athletic injuries and illnesses. Emphasis is placed on managing and preventing injuries common to an active lifestyle, including acute and overuse injuries.

HLT 110. **Culture, Diversity & Healthcare** **3 CR**
As America becomes more ethnically, racially, and culturally diverse, there is a need for health care systems and providers to reflect and respond to an increasingly diverse population. Knowing how to provide health services that are sensitive, knowledgeable, and nonjudgmental to people with different values, health beliefs, and alternative perspectives about health and wellness will effectively meet the diverse needs of healthcare recipients. 3 hours lecture

HLT 111 **Health Care Delivery System** **2 CR**
This course is designed to introduce students to the health care delivery systems within the United States. There is emphasis on the knowledge of the roles and interrelationships of the Nursing and Health Sciences care team. The development of medical specialties, the roles and skills of the practitioners who directly impact patient care, and professional, accrediting and licensing organizations are discussed. Professional attitudes, responsibilities, ethics, and standards are covered. An awareness is developed of the changing health care environment and its impact on both consumer and provider.

HLT 210 **Medical Law and Ethics** **3 CR**
This course examines the legal relationship between the patient and care service health providers. The legal obligations of health care providers are discussed. Subject matter covered includes, but is not limited to, topics such as negligence, malpractice, uniform donor acts, informed consent, medical ethics, living wills, and current trends in this area. Prerequisites: Exit Basic English.

MDA 106	Medical Terminology	3 CR
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This is a basic course in the development of medical vocabulary commonly used in medical practice. Emphasis is placed on the study of prefixes, suffixes, root words, and combining forms. Physiologic and anatomic terms referring to human tissues and organ systems are introduced. Emphasis is also placed on building the professional vocabulary required of a career in a health care facility. Because of breadth and depth of material that is to be covered, this course will require a minimum of one hour per week of independent laboratory time.
2 hours lecture/ 2 hours lab. Prerequisites: Exit Basic English.

MDA 224	Pharmacology	3 CR
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This course is an introduction to drugs and drug therapy, including sources of drugs, dosage forms, drug legislation, principles of drug action, and pharmacokinetic factors in drug therapy, drug interactions, and incompatibilities. Major drug classifications are identified and studied according to physiologic action and/or body system affected. Course is offered only once during academic year. Prerequisite: MDA 106. Co-requisite: HLT 112.

PHY 111	Physics I	4 CR
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This is an introductory course in calculus-based mechanics. Topics include vector algebra, equilibrium of particles and rigid bodies, and kinematics and dynamics of particles and simple rigid body systems. Emphasis is based on Newton's laws of motion and conservation principles involving work, energy, and momentum. 3 hours lecture/ 2 hours lab.

Comparison to other colleges

	HCCC Proposed	Middlesex CC	NJCU	Felician University
Degree	AS	AS Allied Health Pre- Professional	BS Health Science	BS BIOLOGY Pre-Professional
ENG 101 College Composition I	X	X	X	X
ENG 102 College Composition II	X	X	X	X
ENG 112 Speech	X	GE ELECTIVE	GE ELECTIVE	COMM ELECTIVE
PSY 101 Introduction to Psychology	X	X	GE ELECTIVE	FREE ELECTIVE
MAT 110 Precalculus	X	MATH ELECTIVE	MAT 114 CONTEM. MATH	X
CSC 100 Introduction to Computers & Computing	X	X	GE ELECTIVE	CIS 101 OR 103
SS/HUM ELECTIVE	X	SOC 101	GE ELECTIVE	SS ELECTIVE
DIVERSITY ELECTIVE	X	GE ELECTIVE	GE ELECTIVE	CORE 200
HUMANITIES ELECTIVE	X	GE ELECTIVE	GE ELECTIVE	RELS 100
BIO 111 Anatomy & Physiology I	X	X	X	BIO ELECTIVE
BIO 211 Anatomy & Physiology II	X	X	X	BIO ELECTIVE
BIO 115 Principles of Biology I	X	Or BIO 111	X	X
BIO 116 Principles of Biology II	X	Or BIO 211	X	X
BIO 250 Microbiology or PHY 111 Physics I	X	MICROBIOLOGY	X	MICROBIOLOGY
HLT 111 Health Care Delivery Systems	ELECTIVE	HED 150	ELECTIVE	ELECTIVE
HLT 210 Medical Law & Ethics	X	PROGRAM ELECTIVE	HLT 200 LEVEL	ELECTIVE
MAJOR ELECTIVE	CHOICE	PROGRAM ELECTIVE	ELECTIVE	ELECTIVE
MAJOR ELECTIVE	CHOICE	CHEMISTRY I	HLT 200 LEVEL	CHEMISTRY I
MAJOR ELECTIVE	CHOICE	CHEMISTRY II	HLT 200 LEVEL	CHEMISTRY II
TOTAL CREDITS =	63	60/61		

VIII. Anticipated Cost for the Program

Anticipated Cost for the Program

I. Initial One-time Cost for Starting the Program

Facilities & Equipment Setup	\$
Consultation Fee ¹	\$ 2500.00
Expected cost for preparation for Licensure Exam ²	\$ 0
Other	\$
TOTAL Initial One-time cost	\$ 2500.00

¹ Include environment/economic scanning, initial advisory committee compensation, etc.

² Should consider factoring the cost into the program admission and/or graduation fees

II. On- Going Annual Operational Cost for the Program

➤ Instruction	
Faculty salaries	
FT	\$ 0
Adjunct	\$ 16200./year
TOTAL Instruction	\$ 16200./year
➤ Instructional Support Personnel	
Program Coordinator	\$ 11243.44 /year
Tutoring – <i>Program specific</i>	\$
Lab assistance	\$ 4500.
Program Advisement	\$ 2500.
Clerical	\$ 2500.
TOTAL Inst. Support Personnel	\$ 20743.
➤ Additional library materials	\$ 500.
➤ Contractual Services	
Accreditation fees	\$ 0
Consultants	\$ 0
Travel	\$ 0
Licensure agreements	\$ 0
TOTAL Contractual Services	\$ 0

HUDSON COUNTY COMMUNITY COLLEGE

PROPOSAL FOR NEW PROGRAM/OPTION TO THE EXISTING PROGRAM

Proposed Program Title: Medical Sciences - Pre Professional

Degree: AA X AS AFA AAS Academic Certificate Proficiency Certificate

Total Course Credits Required: 63

Proposed Date of Implementation: September 2018

Signature of Division Dean/Director Submitting Proposal:

Catherine Sirangelo Catherine Sirangelo Date: Mar. 17, 2017

Review for General Education Requirements

Approved: X **Denied:

Signature: [Signature] Date: 10/11/17
Committee Chair

Review for course number designations and sequence by Registrar

Approved: X Not Applicable

Signature: [Signature] Date: 10/16/17

Recommendation of Curriculum & Instruction Committee

Approved: **Denied:

Signature: Paul Dillon [Signature] Date: 10/11/2017
Committee Chair

Recommendation of Vice President for Academic Affairs

Approved: X **Denied:

Signature: [Signature] Date: 10-18-17

President's Action:

Approved: **Denied:

Signature: Date:

Board of Trustees Approval: Notification: Date:

** Proposal denied and returned for further action:

Reason:

**HUDSON COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES MEETING
November 21, 2017**

X. NEW BUSINESS

None

**HUDSON COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES MEETING
November 21, 2017**

XI. ADJOURNMENT

THAT, the meeting be adjourned at 6:00 P.M.

INTRODUCED BY: Bakari Lee


SECONDED BY: William Netchert

DATE: November 21, 2017

Callahan, Kevin	<u>AYE</u>
Fahrenholz, Karen	<u>AYE</u>
Gardner, Pamela	<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>
Stahl, Harold	<u>AYE</u>
Netchert, William, Chair	<u>AYE</u>

8 Ayes..... 0 Nay

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


Signature of Recorder

11-21-17
Date