

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

Regular Meeting – Board of Trustees
Tuesday, November 23, 2021
5:00 P.M., Via Zoom

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Topic: HCCC Board of Trustees Meeting

When: November 23, 2021, 5:00 p.m. Eastern Time (US and Canada)

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

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

AGENDA

I. CALL TO ORDER - FLAG SALUTE

Mr. Netchert

II. ROLL CALL AND RECOGNITION OF VISITORS

Trustees:

Joseph Doria

Karen Fahrenholz, Secretary/Treasurer

Adamarys Galvin

Pamela Gardner

Roberta Kenny

Bakari Lee, Vice Chair

William Netchert, Chair

Jasmine Ngin, Student Alumni Representative, ex officio

Jeanette Peña

Christopher Reber, President, ex officio

Silvia Rodriguez

Harold Stahl

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

HUDSON COUNTY COMMUNITY COLLEGE

BOARD OF TRUSTEES MEETING

November 23, 2021

CALL TO ORDER

I. FLAG SALUTE

II. ROLL CALL AND RECOGNITION OF VISITORS

Trustees:

Joseph Doria	<u>PRESENT</u>
Karen Fahrenholz, Secretary /Treasurer	<u>ABSENT</u>
Adamarys Galvin	<u>PRESENT</u>
Pamela Gardner	<u>PRESENT</u>
Roberta Kenny	<u>PRESENT</u>
Bakari Lee, Vice Chair	<u>PRESENT</u>
William Netchert, Chair	<u>PRESENT</u>
Jasmine Ngin, Student Alumni Representative, ex officio	<u>PRESENT</u>
Jeanette Peña	<u>PRESENT</u>
Christopher Reber - President, ex officio	<u>PRESENT</u>
Silvia Rodriguez	<u>ABSENT</u>
Harold Stahl	<u>ABSENT</u>

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

MEETING INTRODUCTION

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

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

HUDSON COUNTY COMMUNITY COLLEGE

BOARD OF TRUSTEES MEETING

November 23, 2021

III. COMMENTS FROM THE PUBLIC

If you wish to make comments, use the "Raise Hand" notification icon at the bottom of the screen. When you hear your name announced, you may address the Board. After the speaker's time ends, their microphone will be muted to allow others the opportunity to address the Board. Each speaker will participate via audio-only.

HUDSON COUNTY COMMUNITY COLLEGE

BOARD OF TRUSTEES MEETING

November 23, 2021

IV. CLOSED SESSION

No Closed Session

HUDSON COUNTY COMMUNITY COLLEGE

BOARD OF TRUSTEES MEETING

November 23, 2021

V. REPORTS

1. *Student Government Association President's Report*
2. *All College Council President's Report*
3. *President's Report*

Natalie Akel, Student Poet Laureate

Matthew LaBrake, Executive Director, Center for Online Learning

HUDSON COUNTY COMMUNITY COLLEGE

BOARD OF TRUSTEES MEETING

November 23, 2021

VI. REGULAR MONTHLY REPORTS AND RECOMMENDATIONS

1. MINUTES OF PREVIOUS MEETING

The Minutes of the Regular Meeting of October 19, 2021 are herewith 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 19, 2021.

2. GIFTS, GRANTS, AND CONTRACTS REPORT - No Grant Report

RESOLUTION:

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

INTRODUCED BY: Bakari Lee

SECONDED BY: Jeanette Peña

DATE: November 23, 2021

Doria, Joseph	<u>AYE</u>
Fahrenheit, Karen	<u>AYE</u>
Galvin, Adamarys	<u>AYE</u>
Gardner, Pamela	<u>AYE</u>
Kenny, Roberta	<u>AYE</u>
Lee, Bakari	<u>AYE</u>
Peña, Jeanette	<u>AYE</u>
Rodriguez, Silvia	<u>ABSENT</u>
Stahl, Harold	<u>ABSENT</u>
Netchert, William, Chair	<u>AYE</u>

8 Aye 0 Nay
RESOLUTION ADOPTED

Jennifer Oakley

Signature of Recorder

November 23, 2021

Date

ATTACHMENT A
ITEM VI - Minutes of Previous Meeting
 Minutes
 Regular Meeting
 10-19-21

HUDSON COUNTY COMMUNITY COLLEGE
Board of Trustees Meeting
Remote Participation via Zoom

REGULAR MEETING – BOARD OF TRUSTEES
October 19, 2021
5:00 P.M.

MINUTES

PRESENT: Koral Booth, Student Alumni Representative (ex officio); Joseph Doria; Adamarys Galvin; Pamela Gardner; Roberta Kenny; Bakari Lee; William Netchert; Jeanette Peña; Christopher Reber (ex officio); Silvia Rodriguez; and Harold Stahl

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

ABSENT: Karen Fahrenholz

I. CALL TO ORDER - FLAG SALUTE

II. ROLL CALL

III. COMMENTS FROM THE PUBLIC

Michael Ferlise, HCCC Professional Association President, offered the following remarks.

Good evening, Chairman Netchert, Vice Chair Lee, Trustees, and President Reber.

I am Michael Ferlise, a full-time tenured faculty member in Sociology here at Hudson County Community College. I am also the President of the Professional Association, the union of full-time faculty at our College.

Thank you for allowing me to address you publicly tonight. I would like to say a few words in support of the Coordinator Proposal that is before you and for your consideration.

The coordinator proposal was the outcome of a long, collaborative effort between several Professional Association members and members of the Administration and the President's Cabinet. It included Deans and Vice Presidents under then Executive Vice President and Provost, Dr. Eric Friedman, who formed a task force that worked to address and resolve many difficult and recurring problems that existed at our College for far too many years concerning the faculty coordinator position.

As a first attempt in addressing complex institutional problems in this collaborative way, we believe that in spite of some difficulties, frustrations and unexpected contingencies (e.g., the pandemic), the Professional Association and College Administration have not only produced an excellent proposal in this particular case, but have taken steps to create more well-crafted and intelligent proposals in the future, in a non-adversarial manner.

This means that, when we enter collective bargaining negotiations, we will already have well-formed and carefully thought-out agreements that work to the benefit of all. Lessons have been learned along the way, which are already being applied to the current drafting of proposals and up-coming negotiations.

It is my understanding that this collaborative – and non-adversarial approach – is unique among our peer institutions. I think we justifiably feel some pride that we have been one of

the first to initiate this approach at HCCC with a like-minded administration that shares a larger view of, and mutual commitment to, HCCC's future and general welfare.

The coordinator position in particular is one of the most important positions in the academic branch of the College. In order to ensure high academic and pedagogical standards in each discipline and maintain goals of student success in every classroom, whether taught by full-time or part-time faculty, we must have faculty coordinators with clear job descriptions, responsibilities and appropriate compensation levels. That is, we must design and organize coordinatorships, as this proposal does, to allow coordinators to maintain the highest educational standards and robust learning environments for our students. We believe the College has for a very long time needed to give greater priority to the position of the coordinator and that the adoption of this proposal and its terms would represent a big first step in that direction.

It is our hope that the Trustees, in seeing its many-sided values and important accomplishments, approve this proposal tonight.

I would like to recognize and thank the members of the Task Force for their hard work and sustained commitment. Starting with faculty (please excuse my bias): I want to thank Tony Acevedo and Alison Wakefield, who co-chaired the task force and have continually given unparalleled service to our college and colleagues. Thanks to their team members, Katie Sweeting, Salim Bendaoud and Lester McRae. Thanks also go to Vice President Jones, Dean Paul Dillon, Dean Burl Yearwood, and Chris Wahl, the administrative members of the Coordinator Task Force. A separate and special thanks goes to Vice President Darryl Jones who really made the extra collegial effort to work with Tony and me, sometimes at the eleventh hour, to finalize the proposal and make it a reality. And, of course, many thanks to Chris - President Reber - for not only enduring bull-headed union leaders, month after month, but remaining committed to seeing this proposal through during the College's worst possible fiscal time of a pandemic.

My sincere thanks to everyone. Thank you for this time.

IV. CLOSED SESSION - None

V. REPORTS

1. Student Government Association President's Report

Student Government Association President Angel Beebe offered the following report.

Good afternoon, Trustees, President Reber, faculty, staff and students.

SGA has been working on some exciting projects. For starters, we are working alongside our advisor, Angela Tuzzo, to create a Leadership Academy. Our mission with this project is to increase student involvement on campus. The Academy will consist of pre-recorded webinars on skills such as what it means to be a leader, how to run meetings, and how to start a club. And even advice from current student leaders. Students will be rewarded at the end of the spring semester with a dinner to network with one another, a badge, and a certificate of completion. We are hoping to have everything finished before the spring semester begins.

The next project is the Re-entry program. In collaboration with our Phi Theta Kappa chapter, Ashley Shaw, and Lori Margolin, we are creating videos on tips and questions that the inmates have been asking. We are hoping to have these videos play during their CSS (College Student Success) classes, so that they know Hudson County Community College is rooting for them.

This past Friday, we hosted our first Table Talk of the semester. This event was phenomenal. We shared what we have been doing so far and we even heard about what the students would like us to work on. A frequent request was to have more tips and information on transferring.

This leads me to the SGA's next project, which is Transfer Pathways. With help from the Director of Transfer Pathways, Jennifer Valcarcel, SGA will have meetings and discussions on the concerns students may have with transferring and problems that may arise after the students have transferred. Our goal would be to reach out to various institutions to see what they can do to help. Another focus of this project is to provide different scholarship opportunities for transfer students.

Thank you all for listening and I welcome any questions you may have.

2. *All College Council President's Report*

All College Council President, Dr. Peter Cronrath, offered the following report.

Good evening, Board of Trustees, Dr. Reber, and the HCCC community,

Per the Board's request from the September meeting, and further discussion and feedback with the administration, I am happy to report that all concerns from the September ACC report are being addressed. Also, because of these dialogues, President Reber and Vice President Chiaravalloti will present updates on the Academic Tower plan at next week's All College Council General Meeting.

The following are the standing committee updates:

College Life Committee

Recently a College Life Survey was distributed college-wide. I look forward to sharing the results at the November Board meeting.

Some of the College Life Committee members and the Environmental Club participated in a shoreline cleanup in Bayonne on October 16, 2021.

Space and Facilities Committee

The Committee has worked on editing the draft of an Office Space Allocation Policy after it came out of the ad hoc committee led by Karen Galli. The draft will be posted to gather community feedback from the College community at the October ACC General Meeting, with plans to present the formalized draft and potential Governance Recommendation at the November Meeting.

Development and Planning Committee

The Committee is looking into the possibility of offering semester scholarships throughout the year for students, including summer terms.

Technology Committee

A pilot program of Technology Needs for Student Success has four nominated academic programs that will participate. The pilot should start in the coming month.

A student and a faculty survey on technology were finalized and will be distributed this month as well.

Student Affairs Committee

The Committee has focused on the 3 V's - Vouchers, Volunteerism, and Veterans.

The Children on Campus procedures working group held its second meeting - reviewing the draft and preparing to post community feedback next month.

The Committee is continuing to expand on opportunities to get students involved in volunteering at the College and communitywide.

Veteran Student Coordinator, Willie Malone, was invited to attend the Committee's next meeting in November to discuss what currently exists for Veteran services versus the needs and goals of Veteran students.

Academic Senate

The Committee is looking into standardizing a syllabus statement regarding the financial aid attendance requirements, so uniformity exists campus-wide.

This concludes my report. Thank you.

3. *President's Report*

President Reber offered the following remarks.

Good evening, Trustees, colleagues, students and guests.

Angel and Peter, thank you for your remarks.

Last week, I had the distinct pleasure of attending the Association of Community College Trustees Annual Leadership Congress in San Diego with Trustees Lee and Gardner, who led a team of 12 HCCC trustees, faculty, staff and students. The conference theme, "Advancing Diversity, Equity, and Inclusion," was delivered in inspirational programs at a level I have never before experienced at a professional conference. During the conference, Hudson County Community College was introduced and celebrated several times as the winner of the ACCT Northeast Region Equity Award.

We didn't receive the national Charles Kennedy Equity Award, for which we were a candidate, and we congratulate Mt. Hood Community College in Portland, Oregon for that honor. But we were proud of the widespread recognition of our work to advance diversity, equity and inclusion. And, speaking of pride, Trustee Gardner, Vice President Yeury Pujols, and North Hudson Campus Associate Director Amaalah Ogburn presented a workshop about our College's DEI initiatives that made all of us proud.

This evening, I am pleased to introduce the newest member of our HCCC family, Nicole Johnson. Nicole is finishing her first month as our new Vice President for Advancement and Communications, and she has really hit the ground running! Nicole brings to HCCC more than 20 years of experience in all areas of fundraising, a strong history of organizational leadership, and a passion for and commitment to enhancing diversity, equity and inclusion.

Most recently, Nicole served as National Director of Development and Communications for *A Better Chance*, a nonprofit organization that assists in opening doors to the nation's premier college preparatory schools for talented students of color. Previously, Nicole served as Director of Individual Giving for New York Academy of Medicine, Director of Development for the University of Medicine and Dentistry of New Jersey Foundation, and Director of Major Gifts and Prospect Research for Ethical Culture Fieldstone School. Nicole holds a Master of Science degree in College Student Personnel from Miami University (Ohio), and a Bachelor of Science in Consumer Economics from University of Maryland at College Park.

Welcome, Nicole. We are so happy you are on board! Would you like to say a few words?

Nicole Johnson offered the following remarks.

Good evening, Trustees and colleagues of Hudson County Community College.

Since my start, 20 business days ago, I am:

- Learning about our students and our programs;
- Meeting my colleagues, HCCC faculty, and staff; and
- Getting to know our foundation board members, my team, and now all of you today.

I am:

- Assessing our needs to grow our capacity in ways that are steeped in best practices to make a transformational, life-changing impact on the students Hudson County Community College serves!

This is what I know for sure. Hudson County Community College is a kind and truly hospitable community. My observations apply to everyone I have encountered thus far.

And I know for sure that Hudson County Community College has all the key ingredients essential for fundraising success:

1. A wonderful story to tell. Our student testimonials leave no room for doubt about the difference we make in their lives. In partnership with you, I aim to move from creating stories to curating them.
2. Our commitments to student success are palpable, and programs such as *Hudson Helps* and our Hudson Scholars programs (to name a few) demonstrate these commitments.
3. Our partnerships within the community are deep.
4. We have a national reputation due to our successful outcomes and impact.
5. We have a committed, steadfast community of stakeholders with a profound belief in our mission.

And while developing and expanding our infrastructure, staffing and software will lay the foundation for us to begin to ask for support at the six- and seven-figure levels. In the medium-term, several short-term priorities are underway:

1. I am collaborating with Foundation board members to create endowment, investment, and spending policies, which are a critical next step as we aim to provide perpetual funding for the future.
2. Please mark your calendars for *Hats Off to Hudson's Heroes* on Thursday, December 2 as we celebrate our partners who were instrumental in helping us successfully navigate the COVID-19 pandemic.
3. Maverick's Jose "Pepe" Garcia will be honored. Maverick is a long-time partner of the College. Pepe's personal story is a testament to the value we all place on education, determination, and perseverance.
4. Maverick committed to supporting our Gala with a gift of \$25,000 this year.
5. Additional partners considering our requests to be honored include long-time partner, Ellucian, who managed our technology pivot from in-person to remote learning, and Allied, HCCC's security team who enforced all COVID guidelines.
6. Should these organizations accept our invitations to be honored, they, too, will make meaningful five-figure investments in the students we serve.

Alongside members of our community, I am assembling a committee of volunteers eager to play a meaningful role in the preparations for our year-long 50th Anniversary celebration in 2024!

I truly look forward to collaborating with the HCCC community in innovative ways to provide the best donor experience imaginable in an efficient manner.

We have opportunities we've never had before. And our future is bright!

Thank you all for giving me the floor this evening.

President Reber resumed his remarks.

Thank you, Nicole.

This evening marks the conclusion of Koral Booth's term as Alumni Representative to the Board of Trustees. As you all are aware, Koral is a gifted and caring person with a very bright future. She is currently pursuing dual bachelor and master's degrees at Saint Peter's University.

We regret that we are not physically together to thank Koral. We have given her a plaque expressing the great appreciation of the Board of Trustees and entire College community, and she has it with her this evening.

It reads:

Koral Booth, Student Alumni Representative.

From Your Friends at Hudson County Community College.

You Made a Difference!

November 2020 – October 2021.

Thanks so much, Koral! Would you like to say a few words?

Koral Booth offered the following remarks.

Good evening, Trustees, Dr. Reber, faculty, students and everyone else in attendance.

When Dr. Reber presented me with the plaque, I almost cried. I will place it where everyone can see it. Today marks my last day in the role as Student Alumni Representative. The past year has flown by, but it was a year of learning and experiences that I know I would not have received anywhere else. I just want to say, thank you, to everyone on this Board for everything you have taught me. It was my extreme pleasure.

President Reber resumed his remarks.

Thank you, Koral. We are so proud of you!

At next month's Board of Trustees meeting, Koral's successor, Jasmine Ngin, will be sworn in and begin her service as the 2021-22 Alumni Representative to the Board of Trustees. And Koral will be with us next month to hand over the baton.

Trustees, as you are aware, our *Achieving the Dream* Leadership and Data Coaches, Dr. Mary Fifield and Dr. Rene Garcia, visited HCCC virtually two weeks ago. This was their sixth multi-day visit with us since we joined *Achieving the Dream* over two years ago, and we work with them regularly between visits in our continuing focus on promoting and supporting student completion and student success.

I have invited Mary and Rene to share their thoughts and perspectives from their recent visit and meetings with many faculty, staff and students. They join us from their homes in Chicago and Miami, respectively. Dr. Fifield and Dr. Garcia, thank you for joining us this evening, and thank you for your strong leadership, advice and counsel as our *Achieving the Dream* coaches.

Mary Fifield offered the following remarks.

Thank you, President Reber.

It has always been such a pleasure to address you and the trustees because we always have congratulatory or good news. This evening, we're going to focus on four topics. We could have selected anything from two dozen to four dozen topics, but we wanted to pay particular focus on these four.

1. Congratulations!

I am more convinced than ever that the first topic, "Congratulations," is exactly the one to start with. It is the right one to start with because Hudson, unlike many community colleges in this country, is a very unusual institution. Sometimes it's hard to see that when you're a part of it and in the middle of it.

I was reflecting and thinking about Hudson and wondering to myself privately, what has enabled you to accomplish so much in such a short period of time despite so many odds and so many disruptions, especially within the last eighteen months?

What is it that causes your labor management relations to be as good as we just saw?

What causes your Student Government President to be able to talk about really substantive issues like Transfer Pathways and talk about putting together a video to promote Hudson?

What is it that enables Trustee Netchert to say “we’re all rowing in the same direction?”

Earlier today, I was a part of a larger conference where the President of *Achieving the Dream*, Karen Stout, was talking about what makes a strong institution. And she said some of the things you would expect. You have to have strong leadership. You have to have an enduring commitment. You have to move with a sense of urgency. But, it takes people to do that. And, what little we have seen of you as Trustees, clearly are exemplars of a Board that cares about Hudson, cares about students and is very much involved in the life of the College. That’s not true of every institution, and I’m sure you know that.

Strong leadership is somewhat of a commodity. And I have to tell you that I did not share my remarks with President Reber ahead of time. It goes without saying that the many accomplishments that Hudson has enjoyed for over the last eighteen months, clearly couldn’t have happened without a farsighted President. Someone who understands Hudson’s culture. Someone who is equity-minded, rooted in fairness. Someone who has an uncanny ability to put the right people in the right positions based on their strengths. And someone who never forgets, even for an instant, that in the end, the only thing that matters is the students. Hudson is an unusual institution because you involve your students in so many ways, and in more ways, frankly, than I’ve ever coached or been involved with.

In my history, I’ve not only been a president of two community colleges for a total of twenty-two years, but I’ve also coached more than two dozen colleges in *Achieving the Dream*. I can tell you without skipping a beat that Hudson stands out as an exemplar across so many dimensions. Both Rene and I have leaned on you as an institution to share with other colleges many of the things you are doing.

You have an exemplary Strategic Plan. The fact that it is called “*Hudson is Home*” is important. The reason it is important is because that title came directly from your students who view Hudson County Community College as home. The process itself, as you know, was incredibly inclusive. Hundreds of faculty and staff and you, as trustees, were involved. The plan is also a living document. Something that simply isn’t going to be put on a shelf somewhere.

You also have a strong Diversity, Equity and Inclusion Action Plan. And if that isn’t enough to underscore your commitment to diversity, you received the 2021 HEED Award (Higher Education Excellence in Diversity), and you also received recognition from ACCT for Diversity, Equity and Inclusion.

You will receive major funding just announced recently, which is a Title V grant to help you work on ESL.

You received a JED Foundation Grant to assist you with your work on the mental health needs of students. And there are so many students who have won awards on their own, the Cooke Foundation Award as well as many other accomplishments.

You are an institution that is beyond high performing. You’re truly exemplary. And clearly it can’t come from one person only. And so, we offer our congratulations to the Trustees.

We offer our congratulations to President Reber. We offer our congratulations to all the faculty and staff and the leadership at Hudson that has brought the College to this remarkable stage of growth.

I'm going to ask Rene to focus a little on English as a Second Language. This is so important because almost every student you have has something to do with ESL and you have made some really big strides. Thank you so much for enabling us to speak with you.

2. *English as a Second Language (ESL)*

Rene Garcia offered the following remarks.

Hello everyone.

Title V is not only a prestigious grant to receive, but, quite frankly, it comes with a fair amount of money. It can serve as an umbrella to all the ESL issues within the string of activities like Pathways Center and professional development. Those efforts include the Proficiency Certificate with its clear focus on employment and how it ties directly to one of the educational programs supported by Amazon, where they explicitly said they would support English language proficiency. The ESL Implementation team has customized the CSS course and is planning to offer it in multiple languages. The Title V Grant can help fulfill the potential of the ESL Rapid Response Team in terms of enhancing the placement process, offering classes in the summer, developing KPI, and providing a vehicle for prior learning assessment for ESL students who may have college-level or university-level courses in their past.

3. *Diversity, Equity and Inclusion (DEI)*

Mary Fifield offered the following remarks.

We wanted to highlight Diversity, Equity and Inclusion because it's more common than not for many colleges in our country to say that they have commitment to diversity, equity and inclusion. It's one thing to say it. It's another thing to act upon it. Clearly, Hudson would not have been competitive for the 2021 HEED Award or the ACCT Charles Kennedy Equity Award if it were not the case that you deliver on what you say you are going to do. The Action Plan, in and of itself, is unusual among community colleges in this country, and we are grateful and are able to use it as an example with some of our other colleges as well. In addition, the full-time staff office is not a common occurrence. Many of the things that you put in place clearly show that your feet are on the ground with diversity, equity and inclusion. That you not only believe in fairness, but that you are putting strategies and interventions in place to ensure that Hudson clearly is an institution that can be congratulated, and rightly so, for its principles of fairness.

4. *Teaching and Learning*

Rene Garcia offered the following remarks.

I get to close our presentation by talking a little about Teaching and Learning. The point of contact for community college students is in the classroom. That is where they get to spend the majority of their time, whether virtually or in person. Hudson has recognized that to move the needle in student success, it has to move the needle in course performance. It has invested in professional development to help students succeed. You especially want to focus on exemplary programs like ACUE, which is a national organization that has developed a set of courses that are quite excellent. I have conducted a number of focus groups with faculty that have gone through it. They generally have two reactions: they either rave about it, or they say it was a lot harder than they expected.

One significant thing about participation is that Hudson has included its adjunct faculty. That's a frequently neglected group even though they teach a large proportion of the courses on the schedule. A next step is to break down and look at the performance at a course level, perhaps by having faculty volunteer to share their data on course performance and aggregate data by course.

Mary Fifield offered the following concluding remarks.

After every visit, we write a letter to President Reber and he shares it with the College community. I was looking at the last letter we sent and here is what we said, "We urge you to continue full speed ahead and accelerate actions going forward." We didn't actually mean that literally, but you've done it! And that concludes our presentation.

President Reber resumed his remarks.

Thanks so much, Mary and Rene! We are so grateful to have the opportunity to work with you. You are valued members of our HCCC family!

Trustees, this concludes my report but I know Mary and Rene would be happy to entertain any questions or comments you might have.

Trustee Lee offered the following remarks.

I am very glad that we became a member of *Achieving the Dream*. I think that it has certainly increased our standing in the national community college sector. It also has internally elevated us in terms of who we are as an institution. I am pleased with what we have accomplished.

I also want to mention, regarding the recent ACCT Conference, that former Student Alumni Representative Warren Rigby attended as well and participated very actively as a member of the Student Trustee Advisory Committee. You may recall, that's the Committee that was started when I was Chair at ACCT. It continues to exist and it thrives. I'm very pleased that Warren had the opportunity to attend. I just wanted to recognize his participation.

VI. REGULAR MONTHLY REPORTS AND RECOMMENDATIONS

1. *Minutes of the Regular Meeting of September 14, 2021*

2. *Gifts, Grants, and Contracts Report – No Grant Report*

Introduced by: Bakari Lee

Seconded by: Adamarys Galvin

9 Ayes.....0 Nays

Resolution Adopted

VII. FISCAL, ADMINISTRATIVE, LEASE, AND CAPITAL RECOMMENDATIONS 1-6

1. *Resolution Approving Award of Sanitation Services*

2. *Resolution Authorizing Renewal of Document Imaging Software*

3. *Resolution Authorizing Renewal of Staff and Faculty Monthly Parking at 808 Pavonia Avenue*

4. *Resolution Awarding Renewal of Maintenance Agreement for Sharp Multifunctional Printers/Copiers*

5. *Resolution Authorizing Renewal of Subscription Service for Gabert Library*

Introduced by: Bakari Lee
Seconded by: Adamarys Galvin
9 Ayes.....0 Nays

Resolution Adopted

VIII. PERSONNEL RECOMMENDATIONS 1-8

1. RESIGNATIONS

First Name	Last Name	Title	Effective Date
Manuel	Arroyo	Custodial Supervisor	September 15, 2021
Miriam	Masias	Simulation Lab Coordinator	October 29, 2021
Adriana	Soto	Student Success Coach	October 8, 2021

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

2. APPOINTMENT OF STAFF

First Name	Last Name	Title	Effective Date	Annual Salary
Mohammed	Ansari	Coordinator, Instructional Technology and Testing	October 25, 2021	\$ 50,000.00
Michelle	DeLaFleur	Librarian	October 20, 2021	\$ 55,000.00
Mariana	Fuentes	Library Associate of Technology	October 20, 2021	\$ 30,000.00
Richwyn	Nicandro	PC Technician	October 20, 2021	\$ 32,000.00
Fariha	Tasneem	CTE Career Coach (Grant-funded)	October 20, 2021	\$ 48,000.00

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

3. APPOINTMENT OF TEMPORARY FULL-TIME FACULTY, FALL 2021

First Name	Last Name	Title	Effective Date	Annual Salary
Brian	Lorio	Instructor (Non-tenured)	September 1, 2021	\$ 55,434.92

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

4. AUTHORIZATION OF PART-TIME STAFF THROUGH OCTOBER 2022, AS NEEDED

First Name	Last Name	Department	Title	Position ID	Supervisor
Lucia	De Bellis	Accessibility Services	Notetaker/Reader	READER-150525	Karine Davis
Maria Editha	Guevara	Accessibility Services	Notetaker/Reader	READER-150525	Karine Davis
Karishma	Rivers	Accessibility Services	Notetaker/Reader	READER-150525	Karine Davis
Victoria	Rodriguez	Accessibility Services	Notetaker/Reader	READER-150525	Karine Davis
Rodrigo	Bucheli	ADJ Academic Support Services Department	Tutor	TUTOR-150505	Pamela Bandyopadhyay

Inez	Wright	Business, Culinary Arts, and Hospitality Management	Receiving Clerk	RECLERK-101030	Ara Karakashian
Francisco	Blanco	Continuing Education and Workforce Development	PT Instructor	PTINST-103005, 605020, and 102010	Catherina Mirasol
Robert J.	Dowd	Continuing Education and Workforce Development	PT Instructor	PTINST-102010	Catherina Mirasol
Anass	Ennasraoui	Continuing Education and Workforce Development	PT Teacher Assistant and PT Instructor	PTTAST-103005 (Two Positions)	Catherina Mirasol
Riza	Gozcu	Continuing Education and Workforce Development	PT Instructor	PTINST-103005	Catherina Mirasol
Ronald	Hewitt	Continuing Education and Workforce Development	PT Instructor	PTINST-102010	Catherina Mirasol
Robert	Kotlowitza	Continuing Education and Workforce Development	PT Instructor	PTINST-103005 (Two Courses)	Catherina Mirasol
Cynthia	Morrison	Continuing Education and Workforce Development	PT Instructor	PTINST-103005, 605020, and 102010	Catherina Mirasol
Alexis	Muniz	Continuing Education and Workforce Development	PT Instructor	PTINST-102010	Catherina Mirasol
LaVerne	Ploom	Continuing Education and Workforce Development	PT Instructor	PTINST-103005, 605020, and 102010	Catherina Mirasol
Lori	Radcliffe	Continuing Education and Workforce Development	PT Instructor	PTINST-103005, 605020, and 102010	Catherina Mirasol
Keith	Stith	Continuing Education and Workforce Development	PT Instructor	PTINST-102010	Catherina Mirasol
Ismael	Ramos-Penaherrera	Customer Service	Office Assistant	OFFAST-253035	Gilda Darias-Hershberger
Haide	Contla	Early College Programs	Office Assistant	OFFAST	Christopher Conzen
Richard	Charles	Enrollment Services	ENS Support Assistant	ENSASST	Wajia Zahur

Rossella	Lopez	Enrollment Services	ENS Support Assistant	ENSASST	Wajia Zahur
Andrea	Goodwin	Faculty and Staff Development	Office Assistant	OFFAST-252005	Lilisa Williams
Camila	Avalos	Finance	Office Assistant	OFFAST-253015	Zuany Chicas
Cindy	Reyes	Finance	Payroll Assistant	OFFAST-253015	Zuany Chicas
Suhani	Aggarwal	Finance	Office Assistant	OFFAST-253015	Geoffrey Sims
Ariana	Calle	Hudson Helps Resources Center	Career Closet Coordinator	603055	Katherine Morales
Mary	Long	Hudson Helps Resources Center	Administrative Assistant	603055	Katherine Morales
Hollie	Meyer	Human Resources	COVID Office Assistant	OFFAST-253020	Anna Krupitskiy
Raul	Chawaria	Information Technology Services	Network Technician	253025	Hardik Sanghavi
Steven	Gold	Information Technology Services	PC Technician	PCTECH-253025	Kenneth Melewski
Richard	Reynolds	Information Technology Services	PC Technician	PCTECH-253025	Kenneth Melewski
Dauri	Abad Ramirez	Maintenance	Facilities Worker	PTFWK-300510	Mark Murray
Yaritza	Martinez	Nursing and Health Sciences	Office Assistant	OFFAST-101017	Carol Fasano
Gabriella	Araujo	Student Life and Leadership	Peer Leader	PEERLEA-701000	Veronica Gerosimo
Joaziris	Polanco	Student Life and Leadership	Peer Leader	PEERLEA-701000	Veronica Gerosimo
Kamelyn	Santos	Student Life and Leadership	Peer Leader	PEERLEA-701000	Veronica Gerosimo

RECOMMENDATION: The President, Administration, and Personnel Committee recommend that the Board of Trustees approve the Authorization of Part-Time Staff listed above, as needed, as Personnel Recommendation Item No. 4.

5. APPOINTMENT OF NEW HIRE ADJUNCT INSTRUCTORS

First Name	Last Name	Department
Smita	Das	English and ESL
Rohit Kumar	Lanez-Sharma	English and ESL
Judith	Flinch	Nursing and Health Sciences
Miriam	Masias	Nursing and Health Sciences

RECOMMENDATION: The President, Administration, and Personnel Committee recommend that the Board of Trustees approve New Hire Adjunct Instructors listed above as Personnel Recommendation Item No. 5.

6. MODIFICATIONS TO STAFFING TABLE

Current Approved Title	New Title/ Deleted Title (if applicable)	Incumbent (If applicable)	Salary Adjustment (If applicable)	Effective Date
PC Technician	Support Analyst	Anthony Deschamps Lawrence Louie Richwyn Nicandro Brian Ribas Willie Shirer	N/A	October 20, 2021
N/A	Senior Audio-Visual Analyst (Grant-funded)	N/A	N/A	October 20, 2021
N/A	ESL Specialist (Grant-funded)	N/A	N/A	October 20, 2021
N/A	Grant Project Director (Grant-funded)	N/A	N/A	October 20, 2021

RECOMMENDATION: The President, Administration, and Personnel Committee recommend that the Board of Trustees approve the Modifications to the Staffing Table listed above as Personnel Recommendation Item No 6.

7. RESOLUTION TO APPROVE ACADEMIC AFFAIRS POLICIES

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

WHEREAS, the President, Administration and Personnel Committee recommend implementation of the Policy on Academic Programs with Additional Accreditation, Policy on Award of Academic and Transfer Credit, Policy on Credit Hour Assignment, Policy on Grading, and Policy on Standards of Academic Progress and Academic Standing; and,

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

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees approve the attached Academic Affairs Policies.

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

8. RESOLUTION AUTHORIZING MEMORANDUM OF AGREEMENT BETWEEN HUDSON COUNTY COMMUNITY COLLEGE AND THE HUDSON COUNTY COMMUNITY COLLEGE PROFESSIONAL ASSOCIATION

WHEREAS, Hudson County Community College and the Hudson County Community College Professional Association ("Professional Association") have a Collective Bargaining Agreement for the period July 1, 2017 through June 30, 2022; and,

WHEREAS, Hudson County Community College and the Professional Association memorialized a Memorandum of Agreement ("MOA") to Article XIII, Section 4, regarding Academic Matters of this Agreement (a copy of which is attached hereto); and,

WHEREAS, the MOA provides for the creation of Assessment Coordinator positions with specific responsibilities related to assessment and with a negotiated compensation structure; and,

WHEREAS, the MOA includes a revised negotiated compensation structure for faculty who serve in coordinator positions for activities related to program, area, or subject coordination; and,

WHEREAS, additional negotiated compensation will be funded by the operating budget; and,

WHEREAS, the President, Administration, Finance and Personnel Committees recommend the implementation of this agreement;

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of Hudson County Community College that the Collective Bargaining Agreement between Hudson County Community College and the Hudson County Community College Professional Association is amended and modified by the September 30, 2021 Memorandum of Agreement (a copy of which is attached hereto).

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

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees approve the recommendations of the President, Administration, and Personnel Committee as outlined above in **Item VIII., Personnel Recommendations 1-8.**

1) Resignations; 2) Appointment of Staff; 3) Appointment of Temporary Full-Time Faculty; 4) Authorization of Part-time Staff; 5) Appointment of New Hire Adjunct Instructors; 6) Modifications to Staffing Table; 7) Resolution to Approve Academic Affairs Policies; and 8) Resolution Authorizing Memorandum of Agreement Between Hudson County Community College and Hudson County Community College Professional Association.

Introduced by: Joseph Doria

Seconded by: Harold Stahl

9 Ayes.....0 Nays

Resolution Adopted

Attachment for Item VIII., Personnel Recommendation #7:

RESOLUTION TO APPROVE ACADEMIC AFFAIRS POLICIES

ACADEMIC AFFAIRS

POLICY ON ACADEMIC PROGRAMS WITH ADDITIONAL ACCREDITATION

Purpose

The purpose of this Policy on Academic Programs with Additional Accreditation is to ensure academic programs at Hudson County Community College (“College”) that hold accreditation by a discipline-specific accrediting agency, in addition to the College’s institutional accreditation conferred through the Middle States Commission on Higher Education (“MSCHE”), provide educational experiences in accordance with the standards established by the discipline-specific accrediting agencies.

Policy

The College and its Board of Trustees are committed to providing high-quality educational experiences and programs.

The College and its Board of Trustees (“Board”) believe that disciplinary accreditation for academic programs, where appropriate, in addition to the College’s institutional accreditation through MSCHE, are indicators of academic rigor, integrity, and quality. The Division of Academic Affairs ensures the College’s adherence to the standards of these additional accrediting agencies in furtherance of providing high-quality and rigorous academic programs.

The Board delegates to the President the responsibility to develop procedures and guidelines for the implementation of this policy. The Division of Academic Affairs shall be responsible for implementing the procedures and guidelines developed for this policy.

Approved: October 2021

Approved by: Board of Trustees

Category: Academic Affairs

Subcategory: Academic Programs with Additional Accreditation

Scheduled for Review: October 2024

Responsible Department: Academic Affairs

ACADEMIC AFFAIRS

POLICY ON AWARD OF ACADEMIC AND TRANSFER CREDIT

Purpose

The purpose for the Policy on Award of Academic and Transfer Credit is to ensure that academic and transfer credits are consistently awarded to students for recognized credit-bearing courses at Hudson County Community College (“College”).

Policy

The College and its Board of Trustees (“Board”) are committed to recognizing the variety of methods through which students earn academic credit, including the transferability of credits earned at other recognized institutions of higher education. The Division of Academic Affairs shall facilitate the award of academic and transfer credits in a manner that is consistent and that serves to further promote academic integrity.

The Board delegates to the President the responsibility to develop procedures and guidelines for the implementation of this policy. The Division of Academic Affairs shall be responsible for implementing the procedures and guidelines developed for this policy.

Approved: October 2021

Approved by: Board of Trustees

Category: Academic Affairs

Subcategory: Academic and Transfer Credit

Scheduled for Review: October 2021

Responsible Department: Academic Affairs

ACADEMIC AFFAIRS

POLICY ON CREDIT HOUR ASSIGNMENT

Purpose

The purpose of the Policy on Credit Hour Assignment is to ensure that credit hours at Hudson County Community College (“College”) are assigned in a consistent manner across all credit-bearing programs and courses. Consistent assignment of credit hours has implications for students’ ability to transfer credits to other institutions of higher education, for federal and state funding, for the disbursement of financial aid, and for the College’s ability to comply with the standards of its institutional accreditor.

Policy

The College and its Board of Trustees (“Board”) are committed to assigning credit hours in a manner that is compliant with regulations and guidelines promulgated by the U.S. Department of Education; the Office of the Secretary of Higher Education of New Jersey; and the College’s institutional accrediting agency, the Middle States Commission on Higher Education. The assignment of credit hours shall facilitate the delivery of high-quality academic programs and courses that maintain academic rigor in the conveyance of program and course content. The College and its Board charge the Division of Academic Affairs to assign credit hours across the College’s credit-bearing programs and courses in a consistent and compliant manner.

The Board delegates to the President the responsibility to develop procedures and guidelines for the implementation of this policy. The Division of Academic Affairs shall be responsible for implementing the procedures and guidelines developed for this policy.

Approved: October 2021

Approved by: Board of Trustees

Category: Academic Affairs

Subcategory: Credit Hour Assignment

Scheduled for Review: October 2024

Responsible Department: Academic Affairs

ACADEMIC AFFAIRS

POLICY ON GRADING

Purpose

The purpose of the Policy on Grading is to ensure that standards of grading at Hudson County Community College (“College”) relating to grade points per credit hour are clearly communicated and consistently applied. Consistent application of grade points per credit hour has important implications for the award of academic recognition, including scholarships, the function of transfer, the disbursement of financial aid, students’ academic progress, and students’ academic standing.

Policy

The College and its Board of Trustees (“Board”) are committed to the evaluation of students’ academic performance in credit-bearing courses and programs in compliance with clearly established standards that are applied in a consistent manner. They charge the Division of Academic Affairs to promote standards for the application of grade points per credit hour.

The Board delegates to the President the responsibility to develop procedures and guidelines for the implementation of this policy. The Division of Academic Affairs shall be responsible for implementing the procedures and guidelines developed for this policy.

Approved: October 2021

Approved by: Board of Trustees

Category: Academic Affairs

Subcategory: Grading

Scheduled for Review: October 2024

Responsible Department: Academic Affairs

ACADEMIC AFFAIRS

POLICY ON STANDARDS OF ACADEMIC PROGRESS AND ACADEMIC STANDING

Purpose

The purpose of the Policy on Standards of Academic Progress and Academic Standing is to ensure Hudson County Community College (“College”) students are making timely, consistent, and meaningful progress towards their academic credentials.

Policy

The College and its Board of Trustees (“Board”) are committed to fulfilling the College’s mission as an open-access institution and to delivering high-quality and rigorous academic programs and courses. They are also committed to ensuring students make meaningful progress towards completing their academic credentials and adhering to standards representing sufficient academic progress. To this end, the College and its Board charge the Division of Academic Affairs to promote standards of academic progress and academic standing in support of students’ success.

The Board delegates to the President the responsibility to develop procedures and guidelines for the implementation of this policy. The Division of Academic Affairs shall be responsible for implementing the procedures and guidelines developed for this policy.

Approved: October 2021

Approved by: Board of Trustees

Category: Academic Affairs

Subcategory: Standards on Academic Progress and Academic Standing

Scheduled for Review: October 2024

Responsible Department: Academic Affairs

IX. ACADEMIC AND STUDENT AFFAIRS RECOMMENDATIONS 1-4

1. *Resolution Authorizing Dual Admissions Agreement Between Hudson County Community College and New Jersey City University for the Academic Pathway in Health Sciences*
2. *Resolution Authorizing Articulation Agreement Between Hudson County Community College and New Jersey City University for the Academic Pathway in Health Sciences*
3. *Resolution Authorizing Affiliation Agreement Between Hudson County Community College and Englewood Hospital and Medical Center for Externship Experiences in Medical Assisting.*

Introduced by: Pamela Gardner

Seconded by: Silvia Rodriguez

9 Ayes.....0 Nays

Resolution Adopted

X. NEW BUSINESS – No New Business

XI. ADJOURNMENT 6:00 P.M.

Introduced by: Joseph Doria

Seconded by: Harold Stahl

9 Ayes.....0 Nays

Resolution Adopted

HUDSON COUNTY COMMUNITY COLLEGE

BOARD OF TRUSTEES MEETING

November 23, 2021

VII. FISCAL, ADMINISTRATIVE, LEASE, AND CAPITAL RECOMMENDATIONS

1. Resolution Approving a Change Order to the Construction Contract Dated February 11, 2019 For Student Center Renovations at 81 Sip Avenue

WHEREAS, the College entered into a construction contract dated February 11, 2019 with APS Contracting, Inc. ("APS") for certain renovations to the Student Center building at 81 Sip Avenue ("Student Center"); and,

WHEREAS, the College is desirous of authorizing APS to do additional work by way of a change order under the existing contract; and,

WHEREAS, the desired modifications are described in the proposed change order attached hereto (Click the following link: [Change Order to Construction Contract](#)); and,

WHEREAS, the cost of such additional work is insubstantial in relation to the cost of the overall project and would not, standing alone, meet the threshold for public bidding of a new contract; and,

WHEREAS, the cost of this service will be funded through Chapter 12; and,

WHEREAS, the Administration, Finance Committee, and Capital Projects Advisory Committee recommend this change;

NOW, THEREFORE, BE IT RESOLVED THAT THE BOARD OF TRUSTEES APPROVE THE FOLLOWING ACTIONS:

1. The change order attached hereto in the amount of \$10,493.75 is hereby approved.
2. The President is authorized to sign the change order on behalf of the College.
3. The construction contract will thereby be amended to increase the Contract Sum and to authorize the work as set forth in the change order.
4. In all other respects the construction contract remains unchanged.

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

2. Resolution Authorizing Sale of Personal Property

WHEREAS, Hudson County Community College ("College") owns computer equipment that is no longer needed for College purposes (Click the following link for the list: [Sale of Personal Property](#)); and,

WHEREAS, pursuant to N.J.S.A. 18A:64A-25.27, the College may sell personal property no longer needed for College purposes; and,

WHEREAS, the estimated fair market value of each category of property is less than \$25,000; and,

WHEREAS, GovDeals.com has provided a proposal to sell the property through the Sourcewell National

Cooperative, which amount is anticipated to be less than 20% of the College's bid threshold; and,

WHEREAS, the Administration and Finance Committee recommend this sale of personal property;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Hudson County Community College hereby authorize the sale of personal property set forth above.

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

3. Resolution Approving Award of College-Wide Training for a Welcoming and Inclusive Campus in Accordance with Title IX, to be Funded by the OSHE Opportunity Meets Innovation Challenge Grant

WHEREAS, Hudson County Community College ("College") needs the services of a qualified vendor to provide student and employee training on Title IX, Sexual Assault Prevention and Diversity ("Title IX training services"); and,

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

WHEREAS, the College solicited proposals from qualified vendors using a fair-and-open-process; and,

WHEREAS, the following firms submitted proposals:

<u>Vendor</u>	<u>Location</u>	<u>Cost</u>
Grand River Solutions	Saratoga, CA	Incomplete
TNG Consulting	King of Prussia, PA	\$100,000

WHEREAS, the College has determined that TNG's proposal is responsive and reasonable; and,

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

WHEREAS, the cost of the services will be funded from the OSHE Opportunity Meets Innovation Challenge Grant; and,

WHEREAS, the Administration and Finance Committee recommend this award;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Hudson County Community College award a contract to TNG Consulting of King of Prussia, Pennsylvania, to provide the Title IX training services as described herein for a one (1) year term at a total cost not to exceed \$100,000.

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

4. Resolution Approving Award of Diversity and Inclusion Certificate Training for Faculty and Staff to be Funded by the OSHE Opportunity Meets Innovation Challenge Grant

WHEREAS, Hudson County Community College ("College") needs the services of a vendor to provide training courses for Diversity and Inclusion certificates; and,

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

WHEREAS, the College solicited proposals from qualified vendors using a fair-and-open-process; and,

WHEREAS, the following firms submitted proposals:

<u>Vendor</u>	<u>Location</u>	<u>Cost</u>
American Management Association	New York, NY	\$103,500
Cornell University	Ithaca, NY	\$135,894

WHEREAS, the College has determined that Cornell's proposal is responsive and reasonable; and,

WHEREAS, the term is two (2) years; and,

WHEREAS, the cost of the services will be funded from the OSHE Opportunity Meets Innovation Challenge Grant; and,

WHEREAS, the Administration and Finance Committee recommend this award;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Hudson County Community College award a contract to Cornell University of Ithaca, New York, for Diversity and Inclusion Certificate Training services for a two (2) year term as described herein at a total cost not to exceed \$135,894.

BE IT FURTHER RESOLVED that the Board of Trustees authorize the Administration to take such other and further steps necessary to effectuate the purposes of this resolution.

5. Resolution Approving Award of Security Services

WHEREAS, Hudson County Community College ("College") requires the services of a qualified vendor to manage the College's security services; and,

WHEREAS, pursuant to N.J.S.A. 18A:64A-25.1, et seq., the College publicly advertised a Request for Proposal ("RFP") for the services for a term not to exceed three (3) years; and,

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

WHEREAS, the following firms submitted proposals:

<u>Vendor</u>	<u>Location</u>	<u>Cost</u>
Allied Universal	Union, NJ	\$9,657,199.20
Arrow Security Services	Queens, NY	\$12,435,146.88
Motivated Security Services, Inc.	Somerville, NJ	\$13,025,261.60

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

WHEREAS, the Administration and Finance Committee recommend this award;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Hudson County Community College award a contract to Allied Universal of Union, New Jersey, to manage the College's security services as described herein for a three (3) year term at a total cost not to exceed \$9,657,199.20.

BE IT FURTHER RESOLVED that the Board of Trustees authorize the Administration to take such other and further steps necessary to effectuate the terms of this resolution, including working with Counsel to prepare and tend to the execution of a contract for the services.

6. Resolution Authorizing Sponsorship of Annual Foundation Dinner

WHEREAS, the Hudson County Community College Foundation Board of Directors ("FBD") has asked Hudson County Community College ("College") to sponsor the Annual College Foundation Dinner

("Dinner") to be held on the premises of the Culinary Conference Center on December 2, 2021; and,

WHEREAS, the total cost of the sponsorship will not exceed \$26,000; and,

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

WHEREAS, the Administration and Finance Committee recommend this sponsorship;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Hudson County Community College approve the College's sponsorship of the Annual College Foundation Dinner at the Culinary Conference Center at a cost not to exceed \$26,000.

BE IT FURTHER RESOLVED that the Board of Trustees authorize the Administration to take such other and further steps necessary to effectuate the purposes of this resolution.

7. Resolution Approving Payment for Emergency Plumbing Repairs at 70 Sip Avenue

WHEREAS, Hudson County Community College ("College") required emergency plumbing repair services for a collapsed underground drain pipe in the basement of 70 Sip Avenue that was causing water to back up and presented a dangerous condition to the occupants of the building; and,

WHEREAS, pursuant to N.J.S.A. 18A:64A-25.6, emergency work may be awarded by a county college when the College requires the immediate delivery of services for an emergency affecting the health, safety or welfare of occupants of college property; and,

WHEREAS, the College engaged William J. Guarini Plumbing and Heating (part of the New Jersey Cooperative Purchasing Alliance #CK04) to perform the emergency repairs at a cost not to exceed \$8,000; and,

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

WHEREAS, the Administration and Finance Committee recommend payment for the emergency repairs;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Hudson County Community College authorize payment to William J. Guarini Plumbing and Heating of Jersey City, New Jersey, for emergency plumbing repairs as described herein at a cost not to exceed \$8,000.

BE IT FURTHER RESOLVED that the Board of Trustees authorize the Administration to take such other and further steps necessary to effectuate the purposes of this resolution.

8. Resolution Authorizing Purchase of Specialty Food Products for Culinary Conference Center

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

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

WHEREAS, Baldor Specialty Foods, Inc., the current vendor providing the service, submitted a proposal to supply the specialty foods at a cost not to exceed \$60,000, which represents no increase from the prior year; and,

WHEREAS, the term of this contract is one (1) year; and,

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

WHEREAS, the Administration and Finance Committee recommend this award;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Hudson County Community College authorize the purchase of specialty foods from Baldor Specialty Foods, Inc. of Bronx, New York, at a cost not to exceed \$60,000.

BE IT FURTHER RESOLVED that the Board of Trustees authorize the Administration to take such other and further steps necessary to effectuate the purposes of this resolution.

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

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

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

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

WHEREAS, the term of this contract is one (1) year; and,

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

WHEREAS, the Administration and Finance Committee recommend this award;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Hudson County Community College authorize the purchase of seafood products from Blue Ribbon Fish Co., Inc. of Bronx, New York, at a cost not to exceed \$50,000.

BE IT FURTHER RESOLVED that the Board of Trustees authorize the Administration to take such other and further steps necessary to effectuate the purposes of this resolution.

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

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

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

WHEREAS, Dairyland USA Corporation, the current vendor providing the service, submitted a proposal to supply the dairy products at a cost not to exceed \$50,000, which represents no increase from the prior year; and,

WHEREAS, the term of this contract is one (1) year; and,

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

WHEREAS, the Administration and Finance Committee recommend this award;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Hudson County Community College authorize the purchase of dairy products from Dairyland USA Corporation of Bronx, New York, at a cost not to exceed \$50,000.

BE IT FURTHER RESOLVED that the Board of Trustees authorize the Administration to take such other and further steps necessary to effectuate the purposes of this resolution.

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

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

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

WHEREAS, Green Tree Packing Co., the current vendor providing the service, submitted a proposal to supply the meat products at a cost not to exceed \$40,000, which represents no increase from the prior year; and,

WHEREAS, the term of this contract is one (1) year; and,

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

WHEREAS, the Administration and Finance Committee recommend this award;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Hudson County Community College authorize the purchase of meat products from Green Tree Packing Co. of Passaic, New Jersey, at a cost not to exceed \$40,000.

BE IT FURTHER RESOLVED that the Board of Trustees authorize the Administration to take such other and further steps necessary to effectuate the purposes of this resolution.

12. Resolution Authorizing Legal Counsel for Cyber-Data Breach

WHEREAS, on October 25, 2021, Hudson County Community College’s (“College”) Administration became aware of a cyber-data breach at the College; and,

WHEREAS, on October 26, 2021, the Administration submitted a claim regarding the data breach with the College’s cyber insurance carrier, Chubb North American Claims (“Chubb”); and,

WHEREAS, Chubb has advised the College that, subject to the self-insured retention, Chubb will cover the cost of outside vendors on Chubb’s approved list up to the policy limit of \$1,000,000; and,

WHEREAS, Chubb recommended that the College retain the services of the law firm of Mullen Coughlin, LLC, which firm is on Chubb’s approved vendor list, to provide services in connection with any legal obligations the College may have related to the data breach; and,

WHEREAS, Chubb recommended that the College, through Mullen Coughlin, retain the services of Kroll Associates, Inc., which firm is on Chubb’s approved vendor list, to provide forensic and other investigative services in connection with the data breach; and,

WHEREAS, given the emergent nature of the breach and the need to immediately commence the investigative services, the College President signed agreements with Mullen Coughlin and Kroll Associates; and,

WHEREAS, the Administration and Finance Committee recommend this award;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Hudson County Community College ratify the agreements with Mullen Coughlin of Devon, Pennsylvania and Kroll Associates of New York, New York.

BE IT FURTHER RESOLVED that the Board of Trustees authorize the Administration to take all steps necessary to protect the College's interests in connection with the data breach, including, without limitation, the execution of additional agreements or documents as necessary.

13. Resolution Authorizing Renewal of Bloomberg Terminal Software

WHEREAS, Hudson County Community College ("College") needs to renew the proprietary Bloomberg Terminal Software for the business labs at the Journal Square Campus; and,

WHEREAS, pursuant to N.J.S.A. 18A:64A-25.5 (3), materials or supplies that are not available from more than one potential bidder, including, without limitation, materials or supplies that are copyrighted, are exempt from bidding; and,

WHEREAS, the term for these services is one (1) year; and,

WHEREAS, Bloomberg Finance L.P. submitted a proposal for the software renewal at a total cost of \$100,000, which represents a 1% increase from the prior agreement; and,

WHEREAS, the cost of the software will be funded from the Carl D. Perkins Grant; and,

WHEREAS, the Administration and Finance Committee recommend this award;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Hudson County Community College approve the software renewal with Bloomberg Finance L.P. of New York, New York as described herein at a cost not to exceed \$100,000.

BE IT FURTHER RESOLVED that the Board of Trustees authorize the Administration to take such other and further steps necessary to effectuate the purposes of this resolution.

14. Resolution Authorizing Approval of the 2021 Audit

WHEREAS, Hudson County Community College ("College") had an audit conducted by Donohue, Gironda & Doria ("DGD") during 2021 for the fiscal year ending June 30, 2021; and,

WHEREAS, the Audit prepared by DGD was reviewed by the Finance Committee and Administration, and a copy was forwarded to the Board of Trustees (Click the following link: [HCCC Annual Audit Report 2021](#)); and,

WHEREAS, the Administration and the Finance Committee recommend the acceptance of the Fiscal Year 2021 Audit;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Hudson County Community College accept the Fiscal Year 2021 Audit performed by Donahue, Gironda & Doria of Bayonne, New Jersey.

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

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees approve the recommendations of the President, Administration, and Finance Committee as outlined above in **Item VII., Fiscal, Administrative, Lease and Capital Recommendations 1-14:**

1) Resolution Approving a Change Order to the Construction Contract Dated February 11, 2019 for Student Center Renovations at 81 Sip Avenue; 2) Resolution Authorizing Sale of Personal Property; 3) Resolution Approving Award of College-Wide Training for a Welcoming and Inclusive Campus in Accordance with Title IX, to be Funded by the OSHE Opportunity Meets Innovation Challenge Grant; 4) Resolution Approving Award of Diversity and Inclusion Certificate Training for Faculty and Staff to be Funded by the OSHE Opportunity Meets Innovation Challenge Grant; 5) Resolution Approving Award of Security Services; 6) Resolution Authorizing Sponsorship of Annual Foundation Dinner; 7) Resolution Approving Payment for Emergency Plumbing Repairs at 70 Sip Avenue; 8) Resolution Authorizing Purchase of Specialty Food Products for Culinary Conference Center; 9) Resolution Authorizing Purchase of Seafood Products for Culinary Conference Center; 10) Resolution Authorizing Purchase of Dairy Products for Culinary Conference Center; 11) Resolution Authorizing Purchase of Meat Products for Culinary Conference Center; 12) Resolution Authorizing Legal Counsel for Cyber-Data Breach; 13) Resolution Authorizing Renewal of Bloomberg Terminal Software; and 14) Resolution Authorizing Approval of the 2021 Audit.

INTRODUCED BY: Bakari Lee

SECONDED BY: Joseph Doria

DATE: November 23, 2021

Doria, Joseph	<u>AYE</u>
Fahrenholz, Karen	<u>AYE</u>
Galvin, Adamarys	<u>AYE</u>
Gardner, Pamela	<u>AYE</u>
Kenny, Roberta	<u>AYE</u>
Lee, Bakari	<u>AYE</u>
Peña, Jeanette	<u>AYE</u>
Rodriguez, Silvia	<u>ABSENT</u>
Stahl, Harold	<u>ABSENT</u>
Netchert, William, Chair	<u>AYE</u>

8 Aye 0 Nay
*****RESOLUTION ADOPTED*****

Jennifer Oakley

Signature of Recorder

November 23, 2021

Date

HUDSON COUNTY COMMUNITY COLLEGE

BOARD OF TRUSTEES MEETING

November 23, 2021

VIII. PERSONNEL RECOMMENDATIONS

1. RETIREMENTS

First Name	Last Name	Title	Effective Date
Maria	Arroyo	Senior Accountant	January 1, 2022
Mary Ellen	Cvek	College Lecturer, Nursing Program	January 7, 2022
Salvador	Figueras	Professor	December 31, 2021

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

2. RESIGNATIONS

First Name	Last Name	Title	Effective Date
Monica	Buitrago	Instructor, Nursing	November 11, 2021
Madeline	Carchia	Administrative Assistant	October 29, 2021
Michael	Carchia	Counselor	October 29, 2021
Jazmene	Mosley	Student Success Coach	November 12, 2021
Erika N	Teran	Student Success Coach	October 29, 2021

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

3. APPOINTMENT OF STAFF

First Name	Last Name	Title	Effective Date	Annual Salary
Tahrier	Ahmad	ESL Secretary	November 29, 2021	\$35,000.00
Janet	Chavez	Executive Administrative Assistant, President's Office	November 29, 2021	\$60,000.00
Samantha	Ceballo	Academic Counselor	November 24, 2021	\$48,000.00
Lawrence	Louie	Senior PC Technician	November 29, 2021	\$51,000.00
Frederick	Medina	Customer Service Manager	November 29, 2021	\$52,000.00
Candice	Peterson	Administrative Assistant, Office of Diversity, Equity and Inclusion	November 29, 2021	\$38,000.00
Madeline	Rivera	Executive Administrative Assistant for Vice President, External Affairs and Senior Counsel to the President	November 29, 2021	\$60,000.00
Hamza	Saleem	Admissions Advisor	November 24, 2021	\$38,000.00
Tamara	Williams	Academic Counselor	November 24, 2021	\$48,000.00

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

4. APPOINTMENT OF TEMPORARY FULL-TIME STAFF

First Name	Last Name	Title	Effective Date	Anticipated End Date	Annual Salary
Anita	Belle	Grant Project Director (Grant-funded)	November 24, 2021	March 31, 2022	\$80,000.00
Dan	Brookes	Business Developer (Grant-funded)	November 24, 2021	March 31, 2022	\$67,600.00
James	Cox	Interim Dean of College Libraries	January 1, 2022	June 30, 2022	\$95,000
Laurice	Dukes	Healthcare Coordinator (Grant-funded)	November 24, 2021	March 31, 2022	\$41,600.00
Tyiesha Nicole	Hargrove	CTE Academic Mentor (Grant-funded)	November 24, 2021	June 30, 2022	\$48,000.00
Anne	Hutchinson	Librarian	January 1, 2022	June 30, 2022	\$53,000.00
Ara	Karakashian	Interim Associate Dean of Business, Culinary Arts, and Hospitality Management	January 1, 2022	June 30, 2022	\$98,800
Ojanae	Marshall	Program Assistant (Grant-funded)	November 24, 2021	March 31, 2022	\$40,000.00
Lilian	Martinez	Administrative Assistant	November 24, 2021	June 30, 2022	\$40,000.00
Mhonerra	Mauleon	Receiving Clerk	November 24, 2021	June 30, 2022	\$38,000.00
Rodrigo	Romea	Coordinator	November 24, 2021	June 30, 2022	\$40,000.00
Maria Lita	Sarmiento	Alumni Manager (Grant-funded)	November 24, 2021	March 31, 2022	\$52,000.00
Alison	Wakefield	Interim Associate Dean, Humanities and Social Sciences	January 1, 2022	June 30, 2022	\$98,800.00
Imane	Zehaf	Financial Counselor (Grant-funded)	November 24, 2021	March 31, 2022	\$40,000.00

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

5. APPOINTMENT OF TEMPORARY FULL-TIME FACULTY, SPRING 2022

First Name	Last Name	Title	Effective Date	Annual Salary
Iveth	Bernardez	Instructor (Non-tenured)	January 21, 2022	\$ 55,434.92
Stephanie	Campos	Instructor (Non-tenured)	January 21, 2022	\$ 55,434.92
Christopher	Cody	Instructor (Non-tenured)	January 21, 2022	\$ 55,434.92
Yusef	Dag	Instructor (Non-tenured)	January 21, 2022	\$ 55,434.92
Amal	Eddegouj	Instructor (Non-tenured)	January 21, 2022	\$ 55,434.92
Raffi	Manjikian	Instructor (Non-tenured)	January 21, 2022	\$ 55,434.92

Victor	Moruzzi	Instructor (Non-tenured)	January 21, 2022	\$ 55,434.92
Nicole	Quinones	Instructor (Non-tenured)	January 21, 2022	\$ 55,434.92
Wendy	Trach	Instructor (Non-tenured)	January 21, 2022	\$ 55,434.92
Michelle	Vera	Instructor (Non-tenured)	January 21, 2022	\$ 55,434.92
Saliha	Yagoubi	Instructor (Non-tenured)	January 21, 2022	\$ 55,434.92

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

6. AUTHORIZATION OF PART-TIME STAFF THROUGH NOVEMBER 2022, AS NEEDED

FIRST NAME	LAST NAME	DEPARTMENT	TITLE	POSITION ID	SUPERVISOR
Michelle	Cruz	Academic Foundations Math Department	Office Assistant	OFFAST-101041	Pamela Bandyopadhyay
Deyanira	Flores	Accessibility Services	Notetaker	READER-150525	Karine Davis
Mariana	Flores	Accessibility Services	Notetaker	READER-150525	Karine Davis
Amira	Griffith	Accessibility Services	Sign Language Interpreter	150525	Karine Davis
Yiree	Hernandez	Accessibility Services	Notetaker	READER-150525	Karine Davis
Komal	Khera	Accessibility Services	Notetaker	READER-150525	Karine Davis
Mohamed	Makalou	Accessibility Services	Notetaker	READER-150525	Karine Davis
Jacqueline	Molina	Accessibility Services	Notetaker	READER-150525	Karine Davis
Sara	Nesheiwat	Accessibility Services	Notetaker	READER-150525	Karine Davis
Gabriele	Rosado	Accessibility Services	Notetaker	READER-150525	Karine Davis
Asia	Abazeid	ADJ Academic Support Services Department	Tutor	TUTOR-150505	Pamela Bandyopadhyay
Marwa	Abdelaziz	ADJ Academic Support Services Department	Tutor	TUTOR-150505	Pamela Bandyopadhyay
Marystella	Ahmed	ADJ Academic Support Services Department	Tutor	TUTOR-150505	Pamela Bandyopadhyay
Rushi	Bhatt	ADJ Academic Support Services Department	Tutor	TUTOR-150505	Pamela Bandyopadhyay
Phill	Carrillo	ADJ Academic Support Services Department	Tutor	TUTOR-150505	Pamela Bandyopadhyay
Rose	Dalton	ADJ Academic Support Services Department	Head Academic Mentor	MENTOR-150505	Pamela Bandyopadhyay
Anthony	Davenport	ADJ Academic Support Services Department	Tutor	TUTOR-150505	Pamela Bandyopadhyay
Natasha	Digenio	ADJ Academic Support Services Department	Tutor	TUTOR-150505	Pamela Bandyopadhyay
Dalila	Djerroud	ADJ Academic Support Services Department	Tutor	TUTOR-150505	Pamela Bandyopadhyay

Tahar	Dob	ADJ Academic Support Services Department	Tutor	TUTOR-150505	Pamela Bandyopadhyay
Carlos	Dunn-Fernandez	ADJ Academic Support Services Department	Tutor	TUTOR-150505	Pamela Bandyopadhyay
Marc	Edma	ADJ Academic Support Services Department	Tutor	TUTOR-150505	Pamela Bandyopadhyay
Carlo-Angelo	Gochuico	ADJ Academic Support Services Department	Tutor	TUTOR-150505	Pamela Bandyopadhyay
Matthew	Gomez	ADJ Academic Support Services Department	Tutor	TUTOR-150505	Pamela Bandyopadhyay
Ernesto	Grassi	ADJ Academic Support Services Department	Tutor	TUTOR-150505	Pamela Bandyopadhyay
Rose	Grimaldi	ADJ Academic Support Services Department	Tutor	TUTOR-150505	Pamela Bandyopadhyay
Sarra	Hayoune	ADJ Academic Support Services Department	Tutor	TUTOR-150505	Pamela Bandyopadhyay
Madelyn	Hoffman	ADJ Academic Support Services Department	Tutor	TUTOR-150505	Pamela Bandyopadhyay
Fatima	Khan	ADJ Academic Support Services Department	Tutor	TUTOR-150505	Pamela Bandyopadhyay
Christian	Liebl	ADJ Academic Support Services Department	Evening/Weekend Administrator	EWKADM-150505	Pamela Bandyopadhyay
Liliana	Macavilca	ADJ Academic Support Services Department	Tutor	TUTOR-150505	Pamela Bandyopadhyay
Gustavo	Maia de Amorim	ADJ Academic Support Services Department	Tutor	TUTOR-150505	Pamela Bandyopadhyay
Reda	Mastouri	ADJ Academic Support Services Department	Tutor	TUTOR-150505	Pamela Bandyopadhyay
Mark	McCarthy	ADJ Academic Support Services Department	Tutor	TUTOR-150505	Pamela Bandyopadhyay
Daniel	Mendez	ADJ Academic Support Services Department	Tutor	TUTOR-150505	Pamela Bandyopadhyay
James	Morgan	ADJ Academic Support Services Department	Tutor	TUTOR-150505	Pamela Bandyopadhyay
Olivia	Na	ADJ Academic Support Services Department	Tutor	TUTOR-150505	Pamela Bandyopadhyay

Soumeya	Nasri	ADJ Academic Support Services Department	Tutor	TUTOR-150505	Pamela Bandyopadhyay
Keith	Olkewicz	ADJ Academic Support Services Department	Tutor	TUTOR-150505	Pamela Bandyopadhyay
Rafael	Osorio	ADJ Academic Support Services Department	Tutor	TUTOR-150505	Pamela Bandyopadhyay
Dimarie	Pagan	ADJ Academic Support Services Department	Tutor	TUTOR-150505	Pamela Bandyopadhyay
Derkyl	Paton	ADJ Academic Support Services Department	Tutor	TUTOR-150505	Pamela Bandyopadhyay
Saedel	Pensoy	ADJ Academic Support Services Department	Tutor	TUTOR-150505	Pamela Bandyopadhyay
Angline	Plummer	ADJ Academic Support Services Department	Tutor	TUTOR-150505	Pamela Bandyopadhyay
Laura	Robertson	ADJ Academic Support Services Department	Teaching Assistant	Teaching Assistant-150505	Pamela Bandyopadhyay
James	Ryan	ADJ Academic Support Services Department	Tutor	TUTOR-150505	Pamela Bandyopadhyay
Heba	Salem	ADJ Academic Support Services Department	Tutor	TUTOR-150505	Pamela Bandyopadhyay
Alyssa	Smith	ADJ Academic Support Services Department	Tutor	TUTOR-150505	Pamela Bandyopadhyay
Selena	Suarez	ADJ Academic Support Services Department	Tutor	TUTOR-150505	Pamela Bandyopadhyay
Sandra	Valanzola	ADJ Academic Support Services Department	Tutor	TUTOR-150505	Pamela Bandyopadhyay
Salah	Zain	ADJ Academic Support Services Department	Tutor	TUTOR-150505	Pamela Bandyopadhyay
Isabelita	Zulueta	ADJ Academic Support Services Department	Tutor	TUTOR-150505	Pamela Bandyopadhyay
Natalia	Da Silva	Advancement	Development Assistant	255010	Nicole B. Johnson
Darius	Gilmore	Advancement	Office Assistant	OFFAST-255010	Nicole B. Johnson
Andrea	Siegel	Advancement	Art Coordinator	255010	Nicole B. Johnson
William	Bird	Advisement and Transfer	PT Advisor	AdVISOR-200510	Sheila Dynan

Marina	Khalil	Advisement and Transfer	PT Advisor	ADVISOR-200510	Sheila Dynan
Lewis	Livesay	Advisement and Transfer	PT Advisor	ADVISOR-200510	Sheila Dynan
Simranjit	Pannu	Advisement and Transfer	PT Academic Advisor	ADVISOR-200510	Sheila Dynan
Grace Kelly	Rosado	Advisement and Transfer	PT Advisor	ADVISOR-200510	Sheila Dynan
Angelica	Villalta	Advisement and Transfer	PT Advisor	ADVISOR-200510	Sheila Dynan
Athena	Brown	Business, Culinary Arts, and Hospitality Management	Receiving Clerk	CLERK-101030	Ara Karakashian
Rafaela	Rodriguez	Business, Culinary Arts, and Hospitality Management		101030	Ara Karakashian
Michelle	Parades	Continuing Education Workforce Development	PT Instructor	PTINST-102010	Catherina Mirasol
Diane	Quintana	Continuing Education Workforce Development	Customer Service Representative	CASREP-102010	Catherina Mirasol
Adrian	Toro	Continuing Education Workforce Development	PT Instructor	PTINST-102010	Catherina Mirasol
Hany Y.	Zaky	Continuing Education Workforce Development	PT Instructor	PTINST-102010	Catherina Mirasol
Cynthia	Morrison	Continuing Education Workforce Development	PT Instructor	PTINST-102010, 103005 and 21-605020	Catherina Mirasol
Victor	Moya	Continuing Education Workforce Development	PT Instructor	PTINST-102010 and 103005	Catherina Mirasol
Mandanna G.	Naleyanda	Continuing Education Workforce Development	PT Instructor	PTINST-102010, 103005 and 21-605020-505455	Catherina Mirasol
Ruth B.	Oden	Continuing Education Workforce Development	PT Instructor	PTINST-102010 and 103005	Catherina Mirasol
Abiodun (Abby) O.	Oladeji	Continuing Education Workforce Development	PT Instructor	PTINST-102010, 103005 and 21-605020	Catherina Mirasol
LaVerne	Ploom	Continuing Education Workforce Development	PT Instructor	PTINST-102010, 103005 and 21-605020	Catherina Mirasol
LaToya	Pryce	Continuing Education Workforce Development	PT Instructor	PTINST-102010, INSTRU-103005 and PTINST-103005	Catherina Mirasol
Lori	Radcliffe	Continuing Education Workforce Development	PT Instructor	PTINST-102010, 103005 and 21-605020	Catherina Mirasol

Alexandra	Rojas	Continuing Education Workforce Development	PT Instructor	PTINST-102010 and 103005	Catherina Mirasol
Janet	Ryan	Continuing Education Workforce Development	PT Instructor	PTINST-102010, 103005 and 21-605020	Catherina Mirasol
Gregory S.	Simon	Continuing Education Workforce Development	PT Instructor	PTINST-102010 and 103005	Catherina Mirasol
Maurleen	Simpson	Continuing Education Workforce Development	PT Instructor	PTINST-102010	Catherina Mirasol
Lesly	Sinchi	Continuing Education Workforce Development	Office Assistant	OFFAST-102010 and 103005	Catherina Mirasol
Angelo	Soto	Continuing Education Workforce Development	PT Instructor	PTINST-102010, 103005 and 21-605020	Catherina Mirasol
Keith	Stith	Continuing Education Workforce Development	PT Instructor	PTINST-102010	Catherina Mirasol
Djadjj	Sylla	Continuing Education Workforce Development	PT Instructor	PTINST-102010	Catherina Mirasol
Artur	Ujazdowski	Continuing Education Workforce Development	PT Instructor	PTINST-102010	Catherina Mirasol
Rita	Williams-Bogar	Continuing Education Workforce Development	PT Instructor	PTINST-103005	Catherina Mirasol
Cynthia D.	Wilson	Continuing Education Workforce Development	PT Instructor	OFFAST-102010 and 103005	Catherina Mirasol
Trianne	Harabedian	Center for Online Learning	PT Instructional Technologist	101055	Matthew LaBrake
Reda	Agourram	College Libraries	Library Associate - Technology	PTLRASO-150510	Jing Yang
Susannah	Aziz	College Libraries	PT Librarian	150510	Alexandra Plante
Jamary	Bohe	College Libraries	Library Associate	PTLRASO-150510	James Cox
Michaiyla	Carmichael	College Libraries	Library Associate	150510	James Cox
Kate	Davis	College Libraries	PT Librarian	150510	Alexandra Plante
John	Dodds	College Libraries	PT Librarian	150510	Alexandra Plante
Sohir	Elgebily	College Libraries	Library Associate	PTLRASO-150510	James Cox
Justin	Epps	College Libraries	Library Associate	PTLRASO-150510	James Cox
Martha	Gawchik	College Libraries	PT Librarian	150510	Alexandra Plante
Shila	Gonsalves	College Libraries	Library Associate	PTLRASO-150510	James Cox
Sara	Haizoun	College Libraries	Library Associate	150510	James Cox

Scott	Kushner	College Libraries	PT Librarian	150510	Alexandra Plante
Manuel	Lendorf	College Libraries	Library Associate - Technology	150510	Jing Yang
Victoria	Luther	College Libraries	PT Librarian	150510	Alexandra Plante
Melanie	Miranda	College Libraries	Library Associate	PTLRASO-150510	James Cox
Eileen	Molina	College Libraries	Library Associate	PTLRASO-150510	James Cox
Jeanette	Nelson	College Libraries	Library Associate	PTLRASO-150510	James Cox
Allyson	Neurohr	College Libraries	PT Librarian	150510	Alexandra Plante
Tahiri	Nunez	College Libraries	Library Associate	PTLRASO-150510	James Cox
Hussein	Odeh	College Libraries	PT Librarian	150510	Alexandra Plante
Wayne	Pena	College Libraries	Library Associate - Technology	150510	Jing Yang
Robert	Richard	College Libraries	Library Associate - Technology	150510	Jing Yang
Kimberly	Romulus	College Libraries	Library Associate	1505 PTLRASO-15051010	James Cox
Krishna	Sahadeo	College Libraries	Library Associate	PTLRASO-150510	James Cox
Leslie	Soriano	College Libraries	Library Associate	150510	James Cox
Vanessa	Soto	College Libraries	PT Librarian	150510	Alexandra Plante
Cathleen	Sova	College Libraries	PT Librarian	150510	Alexandra Plante
Angelita	Tubungbanua	College Libraries	Library Associate	PTLRASO-150510	James Cox
Katherine	Zambrano	College Libraries	Library Associate	PTLRASO-150510	James Cox
Julieta	Veiga De Souza	Communications	Office Assistant	OFFAST- 254055	Jennifer Christopher
Beverly	Figueroa	Continuing Education Workforce Development	PT Instructor	PTINST-102010	Catherina Mirasol
Careen	Griffiths	Continuing Education Workforce Development	PT Instructor	PTINST-102010-505455	Catherina Mirasol
Theresa	Ibrahim	Continuing Education Workforce Development	PT Instructor	PTINST-102010-505455	Catherina Mirasol
Youssef	Megali	Continuing Education Workforce Development	PT Instructor	PTINST-102010	Catherina Mirasol
Tameka	Moore	Continuing Education Workforce Development	PT Instructor	PTINST-102010-505455	Catherina Mirasol
Sarah	Abdel Azem	Continuing Education Workforce Development	PT Instructor	PTINST-102010	Catherina Mirasol

Marwa	Abdelaziz	Continuing Education Workforce Development	PT Instructor	PTINST-102010	Catherina Mirasol
Adael	Acosta	Continuing Education Workforce Development	PT Instructor	PTINST-103005 and 102010	Catherina Mirasol
David	Adeyemi	Continuing Education Workforce Development	PT Instructor	PTINST-103005-505455	Catherina Mirasol
Melanie	Alberto	Continuing Education Workforce Development	PT Instructor	PTINST-102010,103005, and 605020	Catherina Mirasol
Michaelangelo	Alkuino	Continuing Education Workforce Development	PT Instructor	PTINST-102010 and 103005	Catherina Mirasol
Emmanuel A.	Ankrah	Continuing Education Workforce Development	PT Instructor	PTINST-102010	Catherina Mirasol
Emily	Arowosaye	Continuing Education Workforce Development	PT Instructor	PTINST-21-605020, 103005, and 102010	Catherina Mirasol
Hussein	Bakheet	Continuing Education Workforce Development	Evening & Weekend Off-Site Administrator	252010	Catherina Mirasol
Donna	Banks	Continuing Education Workforce Development	PT Instructor	PTINST-102010	Catherina Mirasol
Monteria	Bass	Continuing Education Workforce Development	Evening & Weekend Off-Site Administrator	252010	Catherina Mirasol
Paul	Baxer	Continuing Education Workforce Development	PT Instructor	PTINST-102010 and 103005	Catherina Mirasol
Nicole	Behman	Continuing Education Workforce Development	PT Instructor	PTINST-102010	Catherina Mirasol
Francisco	Blanco	Continuing Education Workforce Development	PT Instructor	PTINST-102010, 103005 and 21-605020	Catherina Mirasol
Alison	Blumenfeld	Continuing Education Workforce Development	PT Instructor	PTINST-102010, 103005 and 21-605020	Catherina Mirasol
Robert H.	Bolmer	Continuing Education Workforce Development	PT Instructor	PTINST-103005	Catherina Mirasol
Jairo	Borja	Continuing Education Workforce Development	PT Instructor	PTINST-102010	Catherina Mirasol
Ricardo	Camacho Jr.	Continuing Education Workforce Development	PT Instructor	PTINST-102010, 103005 and 21-605020	Catherina Mirasol
Anthony J.	Campo	Continuing Education Workforce Development	PT Instructor	PTINST-103005	Catherina Mirasol

Juan S.	Carvajal	Continuing Education Workforce Development	PT Instructor	PTINST-102010 and 103005	Catherina Mirasol
Macelo	Cazar	Continuing Education Workforce Development	Customer Service Assistant	CSTAST-102010	Catherina Mirasol
Alain	Chahine	Continuing Education Workforce Development	PT Instructor	PTINST-103005	Catherina Mirasol
Sajid	Chaudhry	Continuing Education Workforce Development	PT Instructor	PTINST-102010 and 103005	Catherina Mirasol
Anthony	Clark	Continuing Education Workforce Development	PT Instructor	PTINST-103005	Catherina Mirasol
Elissa	D'Aries	Continuing Education Workforce Development	PT Instructor	PTINST-102010	Catherina Mirasol
Omnia	Daoud	Continuing Education Workforce Development	PT Instructor	PTINST-102010	Catherina Mirasol
Cherise	Dawson	Continuing Education Workforce Development	PT Instructor	PTINST 102010, 103005 and -21-605020	Catherina Mirasol
Belen	Deri	Continuing Education Workforce Development	PT Instructor	PTINST-102010	Catherina Mirasol
Gloria	Derteano	Continuing Education Workforce Development	Evening & Weekend Off-Site Administrator	252010	Catherina Mirasol
Abdoulaye	Diallo	Continuing Education Workforce Development	PT Instructor	PTINST-102010	Catherina Mirasol
Carmen	Diaz	Continuing Education Workforce Development	PT Instructor	PTINST-102010, 103005 and 21-605020	Catherina Mirasol
Linda	Digiacomio	Continuing Education Workforce Development	Evening & Weekend Off-Site Administrator	252010	Catherina Mirasol
Robert J.	Dowd	Continuing Education Workforce Development	PT Instructor	PTINST-102010	Catherina Mirasol
Afraa	El Khyat	Continuing Education Workforce Development	PT Instructor	PTINST-102010	Catherina Mirasol
Mariam	Elkholy	Continuing Education Workforce Development	Evening & Weekend Off-Site Administrator	252010	Catherina Mirasol
Anass	Ennasraoui	Continuing Education Workforce Development	PT Recruiter	PTRECTR-103005 amd PTINST-103005	Catherina Mirasol
Doris	Ervin	Continuing Education Workforce Development	PT Instructor	PTINST-102010	Catherina Mirasol

Ernest	Fiabu	Continuing Education Workforce Development	PT Instructor	PTINST-102010, 103005 and 21-605020	Catherina Mirasol
Herbert	Forsberg	Continuing Education Workforce Development	PT Instructor	PTINST-102010 and 103005	Catherina Mirasol
Arlene	Ganess	Continuing Education Workforce Development	PT Instructor	PTINST-102010	Catherina Mirasol
Dorisneida	Gaviria	Continuing Education Workforce Development	PT Instructor	PTINST-102010 and 103005	Catherina Mirasol
Tanya	Gilliam	Continuing Education Workforce Development	PT Instructor	PTINST-102025-505455	Catherina Mirasol
Patricia H.	Gonzalez	Continuing Education Workforce Development	PT Instructor	PTINST- 102010, 103005 and 21-605020-505455	Catherina Mirasol
Riza	Gozcu	Continuing Education Workforce Development	PT Instructor	PTINST-103005-505455	Catherina Mirasol
Carmen P.	Guerra	Continuing Education Workforce Development	PT Coordinator	PTCOORD-102010-505455	Catherina Mirasol
Michael	Hanna	Continuing Education Workforce Development	PT Instructor	PTINST-103005-505455	Catherina Mirasol
Brianna	Heim	Continuing Education Workforce Development	Customer Service Assistant	CSTAST-102010-505455	Catherina Mirasol
Mohamed	Helmy	Continuing Education Workforce Development	Evening & Weekend Off-Site Administrator	252010	Catherina Mirasol
Ronald	Hewitt	Continuing Education Workforce Development	PT Instructor	PTINST-102010-505455	Catherina Mirasol
John Eric	Jacobson	Continuing Education Workforce Development	PT Instructor	PTINST-102010 and 103005	Catherina Mirasol
Sheila	James	Continuing Education Workforce Development	Evening & Weekend Off-Site Administrator	252010	Catherina Mirasol
Muhammad	Khan	Continuing Education Workforce Development	PT Instructor	PTINST-102010 and 103005	Catherina Mirasol
Bushra	Khanam	Continuing Education Workforce Development	PT Instructor	PTINST-102010	Catherina Mirasol
Hydah	Kilonzo	Continuing Education Workforce Development	PT Instructor	PTINST- 102010, 103005 and 21-605020	Catherina Mirasol
Robert	Kotlowitz	Continuing Education Workforce Development	PT Instructor	PTINST-103005 and INSTRU-103005	Catherina Mirasol

Luisa	La Spisa	Continuing Education Workforce Development	PT Instructor	PTINST-103005-505455	Catherina Mirasol
Bola	Ladeji-Kuku	Continuing Education Workforce Development	PT Instructor	PTINST-102010, 103005 and 21-605020-505455	Catherina Mirasol
Kevin	Le	Continuing Education Workforce Development	PT Instructor	PTINST-102010-505455	Catherina Mirasol
Johnstone O.	Libutsi	Continuing Education Workforce Development	PT Instructor	PTINST-102010, 103005 and 21-606000	Catherina Mirasol
Valerie	Lilley	Continuing Education Workforce Development	PT Instructor	PTINST-102010	Catherina Mirasol
Adole (Jeanne)	Logossou	Continuing Education Workforce Development	PT Instructor	PTINST-102010	Catherina Mirasol
Dwayne	Lumbsden	Continuing Education Workforce Development	Evening & Weekend Off-Site Administrator	252010	Catherina Mirasol
Lilian	Martinez	Continuing Education Workforce Development	Customer Service Assistant	CSTAST-102010	Catherina Mirasol
Noemi	Minaya-Mendez	Continuing Education Workforce Development	PT Instructor	PTINST-103005	Catherina Mirasol
Melissa S.	Molinero	Continuing Education Workforce Development	PT Instructor	PTINST-102010, 103005 and 21-605020	Catherina Mirasol
Jose A.	Montalvo	Continuing Education Workforce Development	PT Instructor	PTINST-102010, 103005 and 21-605020	Catherina Mirasol
Michael	O'Neill	Continuing Education Workforce Development	PT Instructor	PTINST-102010	Catherina Mirasol
Qamar	Raza	Continuing Education Workforce Development	PT Instructor	PTINST-102010	Catherina Mirasol
Indra	Sanders	Continuing Education Workforce Development	Evening & Weekend Off-Site Administrator	252010	Catherina Mirasol
Ridhdhi	Shah	Continuing Education Workforce Development	PT Coordinator	PTCOORD-102010 and PTINST-102010	Catherina Mirasol
Fariha	Tasneem	Continuing Education Workforce Development	PT Instructor	PTINST-102010 and 103005	Catherina Mirasol
George	Testa	Continuing Education Workforce Development	Evening & Weekend Off-Site Administrator	252010	Catherina Mirasol
James	Wiggins	Continuing Education Workforce Development	Evening & Weekend Off-Site Administrator	252010	Catherina Mirasol

Victoria	Migochi	Educational Opportunity Fund (EOF)	Office Assistant	OFFAST-603001	Jose Lowe
Jacqueline	Garcia	Early College Programs	Office Assistant	OFFAST-101005	Hope Guirantes
Haide	Contla	Early College Programs	PTOFCAS	PTOFCAS-150540	Hope Guirantes
Rossella	Lopez	Enrollment Services	Enrollment Support	ENRSUP-200525	Wajia Zahur
Natalie	Mejia	Financial Aid	Office Assistant	OFFAST	Sylvia Mendoza
Larry	Anderson	Hudson Helps	PT Food Pantry Manager	Pantry Manager	Katherine Morales
Cynthia	Criollo	Human Resources	PT COVID Coordinator	COVID Coord-601510	Anna Krupitskiy
Stephanie	Pina	Human Resources	Office Assistant	OFFAST-253020	Anna Krupitskiy
Christian	Dominguez	Information Technology	PT PC Technician	PC TECH-253025	Kenneth Melewski
Eddie	Russel Jr.	Information Technology	PT PC Technician	PC TECH- Grant-funded	Kenneth Melewski
Victoria	Saint-Lot	Information Technology	PT PC Technician	PC TECH- Grant-funded	Kenneth Melewski
Reynel	Zamora	Information Technology	PT PC Technician	PC TECH-253025	Kenneth Melewski
Yomna	Awadalla	Information Technology Services	Instructional Lab Assistant	INSTLAB-253025	Diana Perez
Dhyey	Patel	Information Technology Services	Instructional Lab Assistant	INSTLAB-253025	Diana Perez
Rutvik	Patel	Information Technology Services	Evening/Weekend Supervisor	21-601505-505455	Diana Perez
Jeet	Patel	Information Technology Services	Network Technician	Network Tech-253025	Hardik Sanghavi
Margie	Tabora	Information Technology Services	Instructional Lab Assistant	INSTLAB-253025	Diana Perez
Dauri	Abad-Ramirez	Maintenance	Facilities Worker	Facilities Worker	Mark Murray
Aries	Gomes	Maintenance	Facilities Worker	Facilities Worker	Mark Murray
Apolinar	Velez	Maintenance	Facilities Worker	Facilities Worker	Mark Murray
Suri	Hidalgo	North Hudson Campus	Office Assistant	OFFAST-252030	Joseph Caniglia
Yadeline	Tineo	North Hudson Campus	Office Assistant	OFFAST-252030	Joseph Caniglia
Lesley	Armengolt	Nursing and Health Sciences	Office Assistant	OFFAST-101016	Catherine Sirangelo
Melanie	Gutierrez	Nursing and Health Sciences	Office Assistant	OFFAST-101016	Catherine Sirangelo
Tayyaba	Hafeez	Nursing and Health Sciences	Office Assistant	OFFAST-101016	Catherine Sirangelo
Miriam	Masias	Nursing and Health Sciences	Skills Lab Tutor	101017	Carol Fasano
Ronny	Canales	STEM	Office Assistant	OFFAST-101015	Burl Yearwood
Amjed	Hedhli	STEM	CSC Lab Assistant	OFFAST-101015	Burl Yearwood
Suton	Jordan	STEM	Bio Lab Assistant	OFFAST-101015	Faiza Fayyas

Esperanza	Robles	Student Affairs	COVID Coordinator	COVID Coord-601510	Lisa Dougherty
Natalie	Betancourt	Student Life and Leadership	Event Assistant	PTEVAST-701000	Veronica Gerosimo
Hend	Gad	Student Life and Leadership	Student Center Assistant	701000	Veronica Gerosimo
Mona	Mokdessi	Testing and Assessment	Testing Assistant/Proctor	200530	Darlery Franco

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

7. APPOINTMENT OF NEW HIRE ADJUNCT INSTRUCTORS

First Name	Last Name	Department
Kali	D'Amato	Business, Culinary Arts, and Hospitality Management
Fernando	Garcia	Business, Culinary Arts, and Hospitality Management
Joseph	Guider	Business, Culinary Arts, and Hospitality Management
Kimberly	Holmes	Business, Culinary Arts, and Hospitality Management
Delcho	Ivanov	Business, Culinary Arts, and Hospitality Management
Eric A	Mercado	Business, Culinary Arts, and Hospitality Management
Patrick	O'Brian	Business, Culinary Arts, and Hospitality Management
Velma	Samuel	Business, Culinary Arts, and Hospitality Management

RECOMMENDATION: The President, Administration, and Personnel Committee recommend that the Board of Trustees approve New Hire Adjunct Instructors listed above as Personnel Recommendation Item No. 7.

8. MODIFICATION TO STAFFING TABLE

Current Approved Title	New Title/ Deleted Title (if applicable)	Incumbent (If applicable)	Salary Adjustment (If applicable)	Effective Date
Instructional Technologist	Instructional Technologist and Multimedia Specialist	N/A	N/A	November 24, 2021

RECOMMENDATION: The President, Administration, and Personnel Committee recommend that the Board of Trustees approve the Modification to Staffing Table listed above as Personnel Recommendation Item No 8.

9. RESOLUTION TO APPROVE POLICY ON CONFERRAL OF EMERITUS/EMERITA STATUS

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

WHEREAS, the President, Administration and Personnel Committee recommend implementation of the Policy on Conferral of Emeritus/Emerita Status; and,

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

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees approve the attached policy.

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

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

1) Retirements; 2) Resignations; 3) Appointment of Staff; 4) Appointment of Temporary Full-time Staff; 5) Appointment of Temporary Full-Time Faculty; 6) Authorization of Part-time Staff; 7) Appointment of New Hire Adjunct Instructors; 8) Modification to Staffing Table; and 9) Resolution to Approve Policy on Conferral of Emeritus/Emerita Status.

INTRODUCED BY: Karen Fahrenholz

SECONDED BY: Jeanette Peña

DATE: November 23, 2021

Doria, Joseph	<u>AYE</u>
Fahrenholz, Karen	<u>AYE</u>
Galvin, Adamarys	<u>AYE</u>
Gardner, Pamela	<u>AYE</u>
Kenny, Roberta	<u>AYE</u>
Lee, Bakari	<u>AYE</u>
Peña, Jeanette	<u>AYE</u>
Rodriguez, Silvia	<u>ABSENT</u>
Stahl, Harold	<u>ABSENT</u>
Netchert, William, Chair	<u>AYE</u>

8 Aye 0 Nay
*****RESOLUTION ADOPTED*****

Jennifer Oakley

Signature of Recorder

November 23, 2021

Date

Attachment for Item VIII., Personnel Recommendation #9:**PRESIDENT’S OFFICE****POLICY ON CONFERRAL OF EMERITUS/EMERITA STATUS****Purpose**

The purpose of the Policy on Emeritus/Emerita Status is to recognize the contributions of long-serving and distinguished faculty and staff upon their retirement from Hudson County Community College (“College”) through the conferral of Emeritus/Emerita status.

Policy

The College and its Board of Trustees are committed to maintaining a rich intellectual life and a vibrant organizational culture. The President’s Office recognizes that fostering and advancing relationships between the College and long-serving and distinguished faculty and staff, following their retirement from the College, is essential to sustaining the College’s intellectual life and organizational culture. The President’s Office is committed to cultivating these relationships through the conferral of Emeritus/Emerita status to faculty and staff who embody the mission and values of the College.

The Board delegates to the President the responsibility to develop procedures and guidelines for the implementation of this policy. The HCCC Cabinet shall be responsible for implementing the procedures and guidelines developed for this policy.

Approved: November 2021

Approved by: Board of Trustees

Category: President’s Office

Scheduled for Review: November 2024

Responsible Department: President’s Office (Cabinet)

**HUDSON COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES MEETING
November 23, 2021**

IX. ACADEMIC AND STUDENT AFFAIRS

1. Resolution Approving Academic Certificate in Accounting (31 credits) [CIP Code: 52.0399]

WHEREAS, Hudson County Community College ("College") aims to provide high-quality educational opportunities that promote student success and upward social and economic mobility; and,

WHEREAS, the College seeks to expand its offerings to meet student and market demand; and,

WHEREAS, the College has developed an Academic Certificate in Accounting to address student and market demand; and,

WHEREAS, the Academic Certificate in Accounting will prepare individuals for opportunities in the field of accounting; and,

WHEREAS, the Academic Certificate in Accounting prepares graduates for positions in accounting, bookkeeping, financial analysis, tax preparation, and payroll accounting; and,

WHEREAS, the Academic Certificate in Accounting curriculum articulates into the College's existing Associate of Science in Accounting degree program; and,

WHEREAS, the Administration, and the Academic and Student Affairs Committee, recommend the approval of the Academic Certificate in Accounting, effective January 2022;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Hudson County Community College hereby approve the Academic Certificate in Accounting;

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

2. Resolution Approving Option in Woodwork to the AAS in Advanced Manufacturing Degree Program (60 credits) [CIP Code: 46.0201]

WHEREAS, Hudson County Community College ("College") aims to provide high-quality educational opportunities that promote student success and upward social and economic mobility; and,

WHEREAS, the College seeks to expand its offerings to meet student and market demand; and,

WHEREAS, the College has developed an Option in Woodwork to its existing Associate of Applied Science in Advanced Manufacturing degree program to address student and market demand; and,

WHEREAS, the Option in Woodwork to the existing Associate of Applied Science in Advanced Manufacturing degree provides students with the knowledge and skills required for entry-level employment in the wood manufacturing industry; and,

WHEREAS, the Administration, and the Academic and Student Affairs Committee, recommend the approval of the Option in Woodwork to the existing Associate of Applied Science in Advanced Manufacturing degree, effective January 2022;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Hudson County Community College hereby approve the Option in Woodwork to the existing Associate of Applied Science in Advanced Manufacturing;

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

3. Resolution Authorizing Articulation Agreement Between Hudson County Community College and Thomas Edison State University for the Academic Pathway in Advanced Manufacturing

WHEREAS, Hudson County Community College ("College") seeks to optimize community engagement through the development of seamless academic pathways with K-20 partners and in support of the College's mission to provide high-quality educational opportunities that promote student success and upward social and economic mobility; and,

WHEREAS, the College offers an Associate of Applied Science in Advanced Manufacturing degree program; and,

WHEREAS, one goal of the Associate of Applied Science in Advanced Manufacturing degree program is the successful transfer of its students to a four-year university to pursue a Bachelor of Science degree; and,

WHEREAS, Thomas Edison State University ("TESU") offers a Bachelor of Science degree program in Technical Studies; and,

WHEREAS, the College seeks to enter into an Articulation Agreement ("Agreement") with TESU whereby students who earn an Associate of Applied Science in Advanced Manufacturing degree at the College will be able to transfer seamlessly into the Bachelor of Science in Technical Studies degree program at TESU, effective as of the date of the last signature; and,

WHEREAS, this Agreement will remain in effect for three (3) years unless otherwise terminated by either party in accordance with the parameters established in the Agreement; and,

WHEREAS, the Administration, and the Academic and Student Affairs Committee, recommend the approval of this Agreement;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Hudson County Community College approve the Articulation Agreement between Hudson County Community College and Thomas Edison State University, effective as of the date of the last signature.

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

4. Resolution Authorizing Articulation Agreement Between Hudson County Community College and New Jersey Manufacturing Extension Program

WHEREAS, Hudson County Community College ("College") seeks to offer pathways to academic credit-bearing credentials for individuals who have completed rigorous industry-specific training programs; and,

WHEREAS, the New Jersey Manufacturing Extension Program ("NJMEP") seeks to offer students who have completed the Industrial Manufacturing Production Technician training program the opportunity to earn academic credit towards a degree; and,

WHEREAS, this academic credit will be applied towards the College's Associate of Applied Science Degree in Advanced Manufacturing; and,

WHEREAS, the College seeks to enter into an Agreement ("Agreement") with NJMEP whereby academic credit towards the Associate of Applied Science Degree in Advanced Manufacturing will be granted to

those students of NJMEP who have successfully completed the Industrial Manufacturing Production Technician training program, effective November 24, 2021; and,

WHEREAS, *this Agreement will remain in effect for three (3) years unless otherwise terminated by either party in accordance with the parameters established in the Agreement; and,*

WHEREAS, *the Administration, and Academic and Student Affairs Committee, recommend the approval of the Agreement between Hudson County Community College and the New Jersey Manufacturing Extension Program;*

NOW, THEREFORE, BE IT RESOLVED *that the Board of Trustees of Hudson County Community College approve the Agreement between Hudson County Community College and the New Jersey Manufacturing Extension Program, effective November 24, 2021.*

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

5. Resolution Authorizing Memorandum of Understanding Between Hudson County Community College and WomenRising, Inc. for the Delivery of Instruction in the Academic and Workforce Pathways Program

WHEREAS, *Hudson County Community College ("College") seeks to optimize community engagement through the development of seamless academic pathways and training programs with community partners and in support of the College's mission to provide high-quality educational opportunities that promote student success; and,*

WHEREAS, *the College offers credit-bearing, continuing education, and workforce development programs as part of its mission; and,*

WHEREAS, *the College has partnered with the Hudson County Department of Housing and Reintegration ("HCDHR") to deliver credit, continuing education, and workforce development instruction through the Academic and Workforce Pathway Program ("AWPP") to those housed at the Hudson County Correctional Center; and,*

WHEREAS, *the College seeks to offer instruction in Employment Skills and Life/Coping Skills as part of the AWPP; and,*

WHEREAS, *WomenRising, Inc. can meet this need; and,*

WHEREAS, *the College seeks to enter into a Memorandum of Understanding ("MOU") with WomenRising, Inc. whereby WomenRising, Inc. will serve as the educational provider for instruction in Employment Skills and Life/Coping Skills in the AWPP, retroactive to June 1, 2021; and,*

WHEREAS, *this MOU will remain in effect for one (1) year unless otherwise terminated by either party in accordance with the parameters established in the Agreement; and,*

WHEREAS, *the Administration, and Academic and Student Affairs Committee, recommend the Memorandum of Understanding between Hudson County Community College and WomenRising, Inc.;*

NOW, THEREFORE, BE IT RESOLVED *that the Board of Trustees of Hudson County Community College approve the Memorandum of Understanding between Hudson County Community College and WomenRising, Inc., retroactive to June 1, 2021.*

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

6. Resolution Authorizing Affiliation Agreement Between Hudson County Community College and Riverside Medical Group for Clinical Experiences

WHEREAS, Hudson County Community College ("College") offers academic degree and certificate programs ("Programs") through its Division of Nursing and Health Sciences; and,

WHEREAS, some of these Programs include a clinical component; and,

WHEREAS, the Programs require additional sites at which its students can fulfill the requisite clinical experiences in patient care; and,

WHEREAS, Riverside Medical Group has the capacity to meet the needs of these Programs; and,

WHEREAS, Hudson County Community College seeks to enter into an Affiliation Agreement ("Agreement") with Riverside Medical Group whereby students enrolled in these Programs will be able to complete clinical experiences in patient care, effective as of the date of the last signature; and,

WHEREAS, this Agreement will remain in effect for the term established in the Agreement unless otherwise terminated by either party in accordance with the parameters established in the Agreement; and,

WHEREAS, the Administration, and Academic and Student Affairs Committee, recommend the Agreement between Hudson County Community College and Riverside Medical Group;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Hudson County Community College approve the Agreement between Hudson County Community College and Riverside Medical Group, effective as of the date of the last signature.

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

7. Resolution Approving Agreement Between Hudson County Community College and Marion P. Thomas Charter School for the Delivery of Culinary Arts Instruction

WHEREAS, Marion P. Thomas Charter School ("MPTCS") seeks to offer credit-bearing College courses in Culinary Arts for its students; and,

WHEREAS, Hudson County Community College's ("College") Early College Program has the capacity to meet the needs of MPTCS; and,

WHEREAS, the College seeks to enter into an Agreement ("Agreement") with MPTCS to offer credit-bearing courses in a Culinary Arts Program, effective January 1, 2022; and,

WHEREAS, this Agreement will remain in effect until June 30, 2022 unless otherwise terminated by either party in accordance with the parameters established in the Agreement; and,

WHEREAS, the Administration, and Academic and Student Affairs Committee, recommend the approval of the Agreement between Hudson County Community College and Marion P. Thomas Charter School;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Hudson County Community College approve the Agreement between Hudson County Community College and Marion P. Thomas Charter School, effective January 1, 2022;

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

8. Resolution Approving Amendment to Agreement Between Hudson County Community College and Harrison Board of Education for the Delivery of Culinary Dual Credit and Early College Instruction

WHEREAS, Hudson County Community College ("College") seeks to amend the fiscal arrangements of its Agreement ("Agreement") with the Harrison Board of Education ("HBOE") for the delivery of Culinary Dual Credit and Early College instruction, effective November 23, 2021; and,

WHEREAS, the term of the Agreement is Academic Year 2021-22; and,

WHEREAS, the Administration, and the Academic and Student Affairs Committee, recommend the Agreement as amended;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Hudson County Community College approve the amended Agreement between Hudson County Community College and Harrison Board of Education, effective November 23, 2021.

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

9. Resolution Approving Amendment to Agreement Between Hudson County Community College and Jersey City Board of Education for the Delivery of Culinary Arts Instruction

WHEREAS, Hudson County Community College ("College") seeks to amend the fiscal arrangements of its Agreement ("Agreement") with the Jersey City Board of Education ("JCBOE") for the delivery of Culinary Arts instruction, effective November 23, 2021; and,

WHEREAS, the term of the Agreement is Academic Year 2021-22; and,

WHEREAS, the Administration, and the Academic and Student Affairs Committee, recommend the Agreement as amended;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Hudson County Community College approve the amended Agreement between Hudson County Community College and Jersey City Board of Education, effective November 23, 2021.

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

10. Resolution Approving the Academic Calendar for the Fall 2022 Term

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

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

WHEREAS, an academic calendar has been developed for the fall 2022 term; and,

WHEREAS, this academic calendar complies with all internal and external planning guidelines; and,

WHEREAS, the Administration, and Academic and Student Affairs Committee, recommend the Academic Calendar for the fall 2022 term;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Hudson County Community College approve the Academic Calendar for the fall 2022 term;

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

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees approve the recommendations of the President, the Administration, and the Academic and Student Affairs Committee as outlined above in **Item IX., Academic and Student Affairs Recommendations 1-10:**

(1) Resolution Approving Academic Certificate in Accounting (31 credits) [CIP Code: 52.0399]; (2) Resolution Approving Option in Woodwork to the AAS in Advanced Manufacturing Degree Program (60 credits) [CIP Code: 46.0201]; (3) Resolution Authorizing Articulation Agreement Between Hudson County Community College and Thomas Edison State University for the Academic Pathway in Advanced Manufacturing; (4) Resolution Authorizing Articulation Agreement Between Hudson County Community College and New Jersey Manufacturing Extension Program; (5) Resolution Authorizing Memorandum of Understanding Between Hudson County Community College and WomenRising, Inc. for the Delivery of Instruction in the Academic and Workforce Pathways Program; (6) Resolution Authorizing Affiliation Agreement Between Hudson County Community College and Riverside Medical Group for Clinical Experiences; (7) Resolution Approving Agreement Between Hudson County Community College and Marion P. Thomas Charter School for the Delivery of Culinary Arts Instruction; (8) Resolution Approving Amendment to Agreement Between Hudson County Community College and Harrison Board of Education for the Delivery of Culinary Dual Credit and Early College Instruction; (9) Resolution Approving Amendment to Agreement Between Hudson County Community College and Jersey City Board of Education for the Delivery of Culinary Arts Instruction; and, (10) Resolution Approving the Academic Calendar for the Fall 2022 Term.

(Please click the following link to view Attachments: [Attachments - Academic and Student Affairs Recommendations 1-10](#))

INTRODUCED BY: Pamela Gardner

SECONDED BY: Karen Fahrenholz

DATE: November 23, 2021

Doria, Joseph	<u>AYE</u>
Fahrenholz, Karen	<u>AYE</u>
Galvin, Adamarys	<u>AYE</u>
Gardner, Pamela	<u>AYE</u>
Kenny, Roberta	<u>AYE</u>
Lee, Bakari	<u>AYE</u>
Peña, Jeanette	<u>AYE</u>
Rodriguez, Silvia	<u>ABSENT</u>
Stahl, Harold	<u>ABSENT</u>
Netchert, William, Chair	<u>AYE</u>

8 Aye 0 Nay
RESOLUTION ADOPTED

Jennifer Oakley

November 23, 2021

Signature of Recorder

Date

HUDSON COUNTY COMMUNITY COLLEGE

BOARD OF TRUSTEES MEETING

November 23, 2021

X. NEW BUSINESS

No New Business

HUDSON COUNTY COMMUNITY COLLEGE

BOARD OF TRUSTEES MEETING

November 23, 2021

XI. ADJOURNMENT

RESOLUTION:

NOW, THEREFORE, BE IT RESOLVED THAT the November 23, 2021 meeting of the Hudson County Community College Board of Trustees be adjourned at 5:58 P.M.

INTRODUCED BY: Pamela Gardner

SECONDED BY: Joseph Doria

DATE: November 23, 2021

Doria, Joseph	<u>AYE</u>
Fahrenheit, Karen	<u>AYE</u>
Galvin, Adamarys	<u>AYE</u>
Gardner, Pamela	<u>AYE</u>
Kenny, Roberta	<u>AYE</u>
Lee, Bakari	<u>AYE</u>
Peña, Jeanette	<u>AYE</u>
Rodriguez, Silvia	<u>ABSENT</u>
Stahl, Harold	<u>ABSENT</u>
Netchert, William, Chair	<u>AYE</u>

8 Aye 0 Nay
*****RESOLUTION ADOPTED*****

Jennifer Oakley

Signature of Recorder

November 23, 2021

Date