

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

Regular Meeting--Board of Trustees
November 25, 2014

AGENDA

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

**HUDSON COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES MEETING
November 25, 2014**

CALL TO ORDER

I. FLAG SALUTE

II. ROLL CALL AND RECOGNITION OF VISITORS

Trustees:

Kevin Callahan	<u>PRESENT</u>
Karen A. Fahrenholz, Secretary/Treasurer	<u>PRESENT</u>
Glen Gabert - President, ex officio	<u>PRESENT</u>
Roberta Kenny	<u>PRESENT</u>
Joanne Kosakowski	<u>PRESENT</u>
Bakari Lee, Vice Chair	<u>PRESENT</u>
William J. Netchert, Chair	<u>PRESENT</u>
Jeanette Peña	<u>ABSENT</u>
Adrienne Sires	<u>ABSENT</u>
Harold G. Stahl	<u>PRESENT</u>

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

**HUDSON COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES MEETING
November 25, 2014**

III. COMMENTS FROM THE PUBLIC

**HUDSON COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES MEETING
November 25, 2014**

IV. CLOSED SESSION

NONE

**HUDSON COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES MEETING
November 25, 2014**

V. AWARDS, RECOGNITIONS AND SPECIAL REPORTS

**HUDSON COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES MEETING
November 25, 2014**

VI. REGULAR MONTHLY REPORTS AND RECOMMENDATIONS

1. MINUTES OF PREVIOUS MEETINGS

The Minutes of the Regular Meeting of October 14, 2014 are herewith officially submitted to the Board Trustees for approval. (Attachment A)

Recommendation:

It is the recommendation of the President that the Board of Trustees accept the Minutes of the Regular Meeting of October 14, 2014.

2. GIFTS, GRANTS, AND CONTRACTS REPORT

The College has made the following grant & contract proposals:

TITLE: Express Foundation Courses for LEAP Students

AGENCY: PNC Foundation

PURPOSE OF GRANT: The HCCC Grants Office was awarded \$11,000 for express remediation for LEAP students that do not pass the College Placement Test, allowing qualified students to register for dual enrollment status with the College upon successful completion of the express program.

COLLEGE ADMINISTRATOR: Ryan Martin

COLLEGE CONTRIBUTION: 0

AWARD AMOUNT: \$ 11,000

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

INTRODUCED BY: Joanne Kosakowski

SECONDED BY: Karen Fahrenholz

DATE: November 25, 2014

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

7 Ayes..... 0 Nay

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

Jennifer Valley
Signature of Recorder

11-25-14
Date

**ATTACHMENT A
ITEM VI**

**HUDSON COUNTY COMMUNITY COLLEGE
North Hudson Higher Education Center
4800 Kennedy Boulevard
Union City, NJ
5:00 P.M.**

**REGULAR MEETING --- BOARD OF TRUSTEES
October 14, 2014**

MINUTES

PRESENT: Kevin Callahan, Karen Fahrenholz, Glen Gabert, (ex officio), Joanne Kosakowski, Bakari Lee, William Netchert, Jeanette Peña, and Harold Stahl

ABSENT: Roberta Kenny, Ramsey Olivencia, Student Alumni Representative, and Adrienne Sires

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

HCCC Staff and Visitors present were: Tom Brodowski, Cynthia Coulter, John Delooper, Jennifer Dudley, Eric Friedman, Dorothea Graham-King, Lawrence Louie, Alexa Martinez, Randi Miller, Patrick Moore, Patricia Murphy, Daniel Riggle, and Marcella Williams.

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

II. ROLL CALL AND RECOGNITION OF VISITORS

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

III. COMMENTS FROM THE PUBLIC - None

IV. CLOSED SESSION - None

V. AWARDS, RECOGNITIONS AND SPECIAL REPORTS

President Gabert reminded Trustees of some future events: December 4th – Foundation Gala; December 5th – New Faculty/Staff Reception; and December 10th – Stakeholders Reception.

He also described a Cultural Affairs Task Force that is in the process of being formed.

Trustee Lee reported that the ACCT Annual Leadership Congress is scheduled for October 22-25, 2014 in Chicago.

VI. REGULAR MONTHLY REPORTS AND RECOMMENDATIONS

1. Minutes of the Regular Meeting of September 9, 2014.

2. Gifts, Grants and Contract Reports

The College has made the following grant & contract proposals:

TITLE: B2B -Bridges to Baccalaureate

AGENCY: National Science Foundation

PURPOSE OF GRANT: The National Science Foundation's B2B program is designed to connect HCCC STEM students with a faculty mentor to provide student stipends for research and program activities in coordination with local 4 year colleges. In addition to research, other activities include professional development, participation incentives, and speaker honorariums.

COLLEGE ADMINISTRATOR: Ryan Martin/John Nutakor

COLLEGE CONTRIBUTION: 0

AWARD AMOUNT: \$246,975

TITLE: Express Foundation Courses for LEAP Students

AGENCY: PNC Foundation

PURPOSE OF GRANT: The HCCC Grants Office submitted an application to the PNC Foundation soliciting funding for express remediation for LEAP students that do not pass the College Placement Test, allowing qualified students to register for dual enrollment status with the College upon successful completion of the express program.

COLLEGE ADMINISTRATOR: Ryan Martin

COLLEGE CONTRIBUTION: 0

AWARD AMOUNT: \$ 13,624

Introduced by: Bakari Lee

Seconded by: Karen Fahrenholz

7 Ayes.....0 Nays

Resolution Adopted

VII.

FISCAL, ADMINISTRATIVE, LEASE, AND CAPITAL RECOMMENDATIONS

1. Award of Acrylic Frame Vendor for the New Library;
2. Award of Professional Project Management Services (**As Amended**);
3. Approving Change Order for Hall Building Corporation; and
4. Purchase of Four (4) New Vehicles for College Fleet.

Introduced by: Bakari Lee

Seconded by: William Netchert

7 Ayes.....0 Nays

Resolution Adopted

VIII. PERSONNEL RECOMMENDATIONS

1. RESIGNATIONS

<u>Name</u>	<u>Title</u>	<u>Effective Date</u>
Michael Stise	Safety & Security Coordinator	9/16/2014
Frank Mercado	Executive Director of Operations	10/1/2014

2. RETIREMENT

<u>Name</u>	<u>Title</u>	<u>Effective Date</u>
James Sorrentino	Maintenance Manager	1/1/2015

3. APPOINTMENT OF STAFF

<u>Name</u>	<u>Title</u>	<u>Effective Date</u>	<u>Annual Salary</u>
Pamela Scully	Chief Information Officer	10/15/2014	\$120,000
Joy L. Smith	Director, EOF	10/15/2014	\$57,000 (pro-rated)
Rachel Wahba	Counselor, CASS	10/15/2014	\$38,000 (pro-rated)
Benjamin Cortez	PC Technician	10/15/2014	\$32,000 (pro-rated)
Tera McGee	Secretary, Student Activities	10/15/2014	\$30,000 (pro-rated)

5. APPOINTMENT OF NEW & CONTINUING PART-TIME ASSIGNMENTS FOR FY 15.

Last Name	First Name	Department	Title	Position ID
Olkewicz	Keith	Academic Support Services	Tutor	TUTOR-150505
Portes	Darkis	Academic Support Services	Tutor	TUTOR-150505
Mohamad	Javed	Academic Foundations Math	SI Leader/Tutor	GRATUT-601061
Rivera Loperena	Scott	Business, Culinary & Hospitality	Dishwasher	CULDDW-101030
Rodriguez	Rafela	Business, Culinary & Hospitality	Dishwasher	CULDDW-101030
Sarmiento	Maria	Center for Business & Industry	Instructor	PTINST-103005
Hunter Jr.	Dorian	Center for Business & Industry	Instructor	PTINST-103005
Andolfo	Thomas	Center for Business & Industry	Instructor	PTINST-103005
Edwards	Aycha	Center for Business & Industry	Instructor	PTINST-103005
Melleno	Christine	Center for Business & Industry	Instructor	PTINST-605003
Lydia	Delisi	Center for Business & Industry	Instructor	PTINST-605003

Panova-Golubareva	Milena	Center for Business & Industry	Instructor	PTINST-103005
Merlino	Adele	Center for Online Learning	Instructional Designer & Technologist	PTTECH-101055
Farfan	Marcela	Community Education	PT Instructor	PTINST-102005
Ackerman	Kurt	Community Education	PT Instructor	PTINST-102005
Ethridge	Edward	Community Education	PT Instructor	PTINST-102005
Britt	Kevin	Community Education	PT Instructor	PTINST-102005
Rossi	Alan	Community Education	PT Instructor	PTINST-102005
Davis	Khadijah	Community Education	PT Instructor	PTINST-102020
Concepcion	David	Community Education	PT Instructor	PTINST-102005
Jakubowski	William	Community Education	PT Instructor	PTINST-102020
Cinclair	Jennifer	Community Education	PT Coordinator	PTCORD-102020
Ilyas	Asma	Enrollment Services	Office Assistant	OFFAST-200525
Masood	Chaudhry	Enrollment Services	Office Assistant	OFFAST-200525
Polk	Charles	Evening/Weekend & Off-site	Leap Coordinator	EWKADM-252010
Demetrius	Sherley	Social Sciences	Lab Assistant	LABAST-101015

5. Settlement Agreement (As Amended – moved from Item VII to Item VIII)

Introduced by: Joanne Kosakowski

Seconded by: Karen Fahrenholz

7 Ayes.....0 Nays

Resolution Adopted

6. Approval of the Staffing Authorization Table for Fiscal Year 2015 (As Amended)

Introduced by: Bakari Lee

Seconded by: Kevin Callahan

7 Ayes.....0 Nays

Resolution Adopted

7. Salary Adjustment for Full-Time Regular Confidential Employees (As Amended)

Introduced by: Bakari Lee

Seconded by: Harold Stahl

7 Ayes.....0 Nays

Resolution Adopted

IX. ACADEMIC AND STUDENT AFFAIRS - None

X. NEW BUSINESS - None

XI. ADJOURNMENT 5:50 P.M.

Introduced by: Karen Fahrenholz

Seconded by: Bakari Lee

7 Ayes.....0 Nays

Resolution Adopted

**HUDSON COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES MEETING
November 25, 2014**

VII. FISCAL, ADMINISTRATIVE, LEASE, AND CAPITAL RECOMMENDATIONS

1. Purchase of Toshiba Laptops

REPORT/BACKGROUND:

The Hudson County Community College Grants Department and the Center of Business and Industry have identified the need to purchase 30 Toshiba laptops, to best serve HCCC students through the acquisition of instructional equipment/supplies. The Perkins Grant for Fiscal Year 2015 will be used to fund this purchase.

The purchase will be made from Toshiba Direct, a New Jersey State Contract Vendor 75582, WSCA B27176, at a unit price of \$1,284.00, totaling \$38,520.00.

The Vice President of Development and the Vice President of Academic Affairs recommends this purchase.

RECOMMENDATION:

The President, the Vice President of Administrative Services and the Finance Committee recommend that the Board of Trustees approve the purchase of 30 Toshiba laptops from Toshiba Direct, of Chicago, Illinois, at a cost not to exceed \$38,520.00 to be funded by the Grants Department.

2. General Counsel Services

WHEREAS, the Hudson County Community College has determined to contract for general counsel services for the College; and

WHEREAS, the College has used a business certification process to award this contract for legal services; and

WHEREAS, the College has reviewed and approved of the proposal from Scarinci Hollenbeck to provide general counsel legal services for the Hudson County Community College; and

WHEREAS, Scarinci Hollenbeck executed and submitted the business certification that allows the College to award this contract pursuant to N.J.S.A.19:44A-20.5; and the Vice President of Administrative Services recommends this contract; and

NOW THEREFORE BE IT RESOLVED, that the Board of Trustees does hereby authorize the College to enter into an agreement with Scarinci Hollenbeck to provide general counsel legal services for the Hudson County Community College, in accordance with the proposal for these services. The contract shall commence on November 1, 2014 and end on October 31, 2015.

BE IT FURTHER RESOLVED, that the President is hereby authorized to execute the agreement for these services.

3. Real Estate Counsel Services

WHEREAS, the Hudson County Community College has determined to contract for a real estate counsel services for the College; and

WHEREAS, the College has used a business certification process to award this contract for real estate counsel services; and

WHEREAS, the College has reviewed and approved of the proposal from John Curley LLC to provide real estate legal services for the Hudson County Community College; and

WHEREAS, John Curley, LLC executed and submitted the business certification that allows the College to award this contract pursuant to N.J.S.A.19:44A-20.5; and the Vice President of Administrative Services recommends this contract; and

NOW THEREFORE BE IT RESOLVED, that the Board of Trustees does hereby authorize the College to enter into an agreement with John Curley, LLC to provide general counsel legal services for the Hudson County Community College, in accordance with the proposal for these services. The contract shall commence on November 1, 2014 and end on October 31, 2015.

BE IT FURTHER RESOLVED, that the President is hereby authorized to execute the agreement for these services.

4. Dinner Sponsor for Annual College Foundation Dinner 2014

REPORT/BACKGROUND:

The annual Holiday Foundation Extravaganza Dinner will be held on December 4, 2014, at the Culinary Conference Center. The Foundation Board of Directors has asked for sponsors for this event.

Last year's annual extravaganza was a huge success. The dinner was held at the Culinary Conference Center and the sales for the Dinner, Ad Journal and Raffle were \$196,420 with the Foundation net revenue being \$164,435

The Vice President of Administrative Services recommends that the College be a Dinner Sponsor at the cost of \$26,000.00, to be funded from the operating budget (which includes a table of 10, a scholarship donation of \$3,200.00 and a full page journal ad in the family recipe journal).

RECOMMENDATION:

The President, the Vice President of Administration Services, and the Finance Committee recommend that the College be a Dinner Sponsor at \$26,000.00 for the Annual Holiday Foundation Extravaganza Dinner for the calendar year 2014 to be funded from the operating budget.

5. Renewal Services to the Blackboard Learning Management System

REPORT/BACKGROUND:

Blackboard Incorporated of Washington, DC was first selected in August, 2010 to provide a hosted learning system through September 2014. The Director for Distance Learning recommends that we extend our agreement with Blackboard from October 1, 2014 through September 30, 2015.

The Vice President of Academic Affairs recommends this purchase.

RESOLUTION:

WHEREAS, the Purchasing Agent has determined that the anticipated value of these services is not to exceed \$202,472.00; and

WHEREAS, the cost of these services will be funded from dual sources: \$126,065.00 from the Center of Distance Education Department budget; and \$76,407.00 from the Grants Department budget.

RECOMMENDATION:

The President, the Vice President of Administrative Services and the Finance Committee recommend that the Board of Trustees approve extending the agreement with Blackboard Incorporated of Washington, D.C. for October 1, 2014 through September 30, 2015. The total cost is not to exceed \$202,472.00 and the cost of these services will be funded from dual sources: \$126,065.00 from the Center for Distance Education Department budget; and \$76,407.00 from the Grants Department budget.

6. A Resolution Adopting County Ordinance No. 720-12-2013

WHEREAS, the County of Hudson has adopted ordinance No. 720-12-2013 to require a 90 day transition period which allows service workers to maintain their jobs when contractors for the County change; and

WHEREAS, this ordinance provides some security to workers when the contractor who has the contract with the College for the services changes since it allows them to maintain their jobs for at least 90 days during the transition to the new contractor; and

WHEREAS, the County of Hudson has adopted this ordinance on December 12, 2013 and a copy of the ordinance is attached hereto; and

WHEREAS, the Hudson County Community College has reviewed this ordinance and has determined to incorporate the policies set forth in the ordinance in the future bidding and contracts for services including, cleaning and security guards; and

WHEREAS, the Hudson County Community College does hereby review and determine to adopt the policy set forth in the Ordinance No. 720-12-2013 for contracts that fall within the criteria as set forth in the attached ordinance; and

NOW THEREFORE, BE IT RESOLVED by the Board of Trustees of the Hudson County Community College as follows: 1. The Board of Trustees does hereby approve of Ordinance No. 720-12-2013 as set forth in the attached ordinance, adopted by the County of Hudson, and 2. A copy of this resolution shall be forwarded to the County of Hudson.

7. A Resolution Adopting Retroactive Pay to Contracted Security Personnel to Comply with County Ordinance 720-12-2013

WHEREAS, the County of Hudson has adopted ordinance No. 720-12-2013 to require a 90 day transition period which allows service workers to maintain their jobs when contractors for the County change; and

WHEREAS, this ordinance provides some security to workers when the contractor who has the contract with the College for the services changes since it allows them to maintain their jobs for at least 90 days during the transition to the new contractor; and

WHEREAS, the County of Hudson has adopted this ordinance on December 12, 2013; and

WHEREAS, the Hudson County Community College recognized that the guidance in the Living Wage Ordinance (81-2-2013) created a 90 day gap in a medical/stipend benefits when switching to the new company US Securities.

WHEREAS, the Hudson County Community College intends to retroactively pay the stipend by splitting the expense with the new company, US Securities; and

WHEREAS, the Hudson County Community College will share the cost of approximately \$80,000.00 to cover the reimbursed expense, at a cost to the College of \$40,000.00; and

WHEREAS, the Vice President of Administrative Services approves this supplemental benefit payment; and

NOW THEREFORE, BE IT RESOLVED by the Board of Trustees of the Hudson County Community College as follows: The Board of Trustees does hereby approve the payment of \$40,000.00 to cover the reimbursement to the US Securities employees.

RESOLUTION:

NOW, THEREFORE BE IT RESOLVED that the Board of Trustees approve the recommendations of the President, the Vice President of Administrative Services, and the Finance Committee as outlined above in **Item VII. Fiscal, Administrative, Lease and Capital Recommendations 1-5:** 1) Purchase of Toshiba Laptops; 2) General Counsel Services; 3) Real Estate Counsel Services; 4) Dinner Sponsor for Annual College Foundation Dinner 2014; 5) Renewal Services to the Blackboard Learning Management System; 6) A Resolution Adopting County Ordinance No. 720-12-2013; and 7) A Resolution Adopting Retroactive Pay to Contracted Security Personnel to Comply with County Ordinance 720-12-2013.

INTRODUCED BY: Bakari Lee

SECONDED BY: Kevin Callahan

DATE: November 25, 2014

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

7 Ayes..... 0 Nay

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

Lennifer Callahan
Signature of Recorder

11-25-14
Date

**HUDSON COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES MEETING
November 25, 2014**

VIII. PERSONNEL RECOMMENDATIONS

1. RETIREMENT

REPORTS/BACKGROUND

<u>Name</u>	<u>Title</u>	<u>Effective Date</u>
Elaine D. Foster	Professor of English	1/1/2015

RECOMMENDATION:

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

2. RESIGNATIONS

REPORTS/BACKGROUND

<u>Name</u>	<u>Title</u>	<u>Effective Date</u>
Jennifer Dudley	Dean of Non-Traditional Programs	11/18/2014

<u>Name</u>	<u>Title</u>	<u>Effective Date</u>
Alexa Beshara	Associate Dean of Research & Planning	12/19/2014

<u>Name</u>	<u>Title</u>	<u>Effective Date</u>
Melba Blanco	EOF Counselor	11/28/2014

<u>Name</u>	<u>Title</u>	<u>Effective Date</u>
Liffny Fuentes	Secretary, Social Sciences	10/10/2014

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

3. APPOINTMENT OF STAFF

REPORTS/BACKGROUND

<u>Name</u>	<u>Title</u>	<u>Effective Date</u>	<u>Annual Salary</u>
Christiane Warren	Associate Dean of Social Sciences	11/26/2014	\$90,000 (pro-rated)

Note: This is an approved position.

<u>Name</u>	<u>Title</u>	<u>Effective Date</u>	<u>Annual Salary</u>
Antonio Acevedo	College Lecturer	11/26/2014	\$55,000 (pro-rated)

Note: This is an approved position.

<u>Name</u>	<u>Title</u>	<u>Effective Date</u>	<u>Annual Salary</u>
Marissa Lontoc	College Lecturer	11/26/2014	\$55,000 (pro-rated)

Note: This is an approved position.

<u>Name</u>	<u>Title</u>	<u>Effective Date</u>	<u>Annual Salary</u>
Steven Mercado	Admission Recruiter	11/26/2014	\$32,000 (pro-rated)

Note: This is an approved position.

<u>Name</u>	<u>Title</u>	<u>Effective Date</u>	<u>Annual Salary</u>
Kadeedra Jennings	Secretary, Center for Online Learning	11/26/2014	\$30,000 (pro-rated)

Note: This is a replacement for Zuany Chicas.

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

4. **APPOINTMENT OF NEW/CONTINUING PART-TIME HIRES FY 15**

New Part-Time Hires Effective November 26, 2014-June 30, 2015

Last Name	First Name	Department	Title	Position ID
Felder	Sadie	Arts & Science	Office Assistant	OFFAST-101005
Hernandez	Alexander	Business, Culinary and Hospitality	Dishwasher	CULDDW-101030
Martinez-Davila	Gladis	Business, Culinary and Hospitality	Dishwasher	CULDDW-101030
Remigio	Christian	Business, Culinary and Hospitality	Dishwasher	CULDDW-101030
Lewis	Deborah	Center for Business & Industry	Instructor	PTINST-103005
Farrell	Chastity	Center for Business & Industry	Instructor	PTINST-103005
Beek	Monique Van	Center for Business & Industry	Instructor	PTINST-103005
Cullen	Sean	Center for Business & Industry	Instructor	PTINST-605003

Florio	Christine	Center for Business & Industry	Instructor	PTINST-102020
Sansevere	Susanne	Community Education	Instructor/Evaluator	CNAEVAL-102010
Galvez	Diana	Enrollment Services-NHHEC	Office Assistant	OFFAST-252030
Bosch	Randy	Information Technology Services	Instructional Lab Assistant	ISTLAB-253025
Leon	Christian	Information Technology Services	Instructional Lab Assistant	ISTLAB-253025
Mora	Franklin	Information Technology Services	Instructional Lab Assistant	ISTLAB-253025
Santos Gonzalez	Arnold	Information Technology Services	Instructional Lab Assistant	ISTLAB-253025
Sanchez	Stephanie	Information Technology Services	Instructional Lab Assistant	ISTLAB-253025
Shah	Nikita	Information Technology Services	Instructional Lab Assistant	ISTLAB-253025
Grant	Tyquan	Social Sciences	Office Assistant	OFFAST-101021

Continuing Part-Time Hires Effective January 1, 2015-June 30, 2015

Last Name	First Name	Department	Title	Position ID
Naik	Priyanka	Academic Affairs	Record Keeper	RECKEEP-252010
Jimenez	Stephanie	Academic Affairs	Leap Office Assistant	OFFAST-252010
Ayola	Jennifer	Academic Affairs	Office Assistant	OFFAST-252010
Bakheet	Hussein	Academic Affairs	Evening Weekend Administrator	EWKADM-252010
Daane	Mary	Academic Affairs	Evening Weekend Administrator	EWKADM-252010
Derteano	Gloria	Academic Affairs	Evening Weekend Administrator	EWKADM-252010
Elkholy	Mariam	Academic Affairs	Evening Weekend Administrator	EWKADM-252010
Derteano	Gloria	Academic Affairs	Evening Weekend Administrator	EWKADM-252010
James	Sheila	Academic Affairs	Evening Weekend Administrator	EWKADM-252010
Helmy	Mohamed	Academic Affairs	Evening Weekend Administrator	EWKADM-252010
Lumbsden	Dwayne	Academic Affairs	Evening Weekend Administrator	EWKADM-252010
Testa	George	Academic Affairs	Evening Weekend Administrator	EWKADM-252010
Wiggins	James	Academic Affairs	Evening Weekend Administrator	EWKADM-252010
Pacheco	Aja	Academic Foundations-English	Student Assistant	STUAST-101040
McMichael	Mariah	Academic Foundations-English	Student Assistant	STUAST-101040

Mahrukh	Waris	Academic Foundations-English	Student Assistant	STUAST-101040
Cruz	Michelle	Academic Foundations-Math	Office Assistant	OFFAST-101041
Adamu-Sambare	Rakiyah	Academic Foundations-Math	Office Assistant	OFFAST-101041
Aguirre	Mauricio	Academic Foundations-Math	Tutor/SI Leader	GRATUT-601061
Leon	Christian	Academic Foundations-Math	Tutor/SI Leader	GRATUT-601061
Porter	Elliot	Academic Foundations-Math	Tutor/SI Leader	GRATUT-601061
Fayyaz	Faiza	Academic Foundations-Math	Tutor/SI Leader	GRATUT-601061
Mari De Leon	Allen	Academic Foundations-Math	Tutor/SI Leader	GRATUT-601061
Foda-Kahou	Fidelis	Academic Foundations-Math	Tutor/SI Leader	GRATUT-601061
Javed	Mohamed	Academic Foundations-	Tutor/SI Leader	GRATUT-601061
Carillo	Phill	Academic Foundations-Math	Tutor/SI Leader	GRATUT-601061
Ahmed	Sanam	Academic Foundations-Math	Tutor/SI Leader	GRATUT-601061
Suazo	Janet	Advisement Counseling &	Office Assistant	OFFAST-200510
Aburi	Esther	Advisement Counseling &	Advisor	ADVISOR-200510
Ayyad	Huda	Advisement Counseling &	Advisor	ADVISOR-200510
Brabant	Nathan	Advisement Counseling &	Advisor	ADVISOR-200510
Casiano	John	Advisement Counseling &	Advisor	ADVISOR-200510
Fernandez	Katherine	Advisement Counseling &	Front Desk Assistant	OFFAST-200510
Gottlieb	Diane	Advisement Counseling &	Advisor	ADVISOR-200510
Livesay	Lewis	Advisement Counseling &	Advisor	ADVISOR-200510
Mathew	Philip	Advisement Counseling &	Advisor	ADVISOR-200510
Mendez	Ciara	Advisement Counseling &	Advisor	ADVISOR-200510
Palmer	Geneya	Advisement Counseling &	Advisor	ADVISOR-200510
Procel	Sandra	Advisement Counseling &	Advisor	ADVISOR-200510
Rosado	Grace Kelly	Advisement Counseling &	Advisor	ADVISOR-200510
Saleh	Doua	Advisement Counseling &	Front Desk Assistant	OFFAST-200510
Abdelaziz	Marwa	ADJ Academic & Support Services	Tutor	TUTOR-150505
Agustin	Allen Mari	ADJ Academic & Support Services	Tutor	TUTOR-150505
Ahmed	Sanam	ADJ Academic & Support Services	Tutor	TUTOR-150505
Ahmed	Marystella	ADJ Academic & Support Services	Tutor	TUTOR-150505

An	Seung Chan	ADJ Academic & Support Services	Tutor	TUTOR-150505
Asad	Saubia	ADJ Academic & Support Services	Tutor	TUTOR-150505
Asjad	Naima	ADJ Academic & Support Services	Tutor	TUTOR-150505
Bamba-Adewumi	Aminata	ADJ Academic & Support Services	Tutor	TUTOR-150505
Bethune	Pearl	ADJ Academic & Support Services	Tutor	TUTOR-150505
Bellan-Boyer	Lisa	ADJ Academic & Support Services	Tutor	TUTOR-150505
Burgos	Veronica	ADJ Academic & Support Services	Tutor	TUTOR-150505
Campbell	Ronnette	ADJ Academic & Support Services	Tutor	TUTOR-150505
Caniglia	Joseph	ADJ Academic & Support Services	Evening/Weekend Administrator	EWKTUT-150505
Carrillo	Phil	ADJ Academic & Support Services	Tutor	TUTOR-150505
Chen	Jun	ADJ Academic & Support Services	Tutor	TUTOR-150505
Cruz	Joanna	ADJ Academic & Support Services	Tutor	TUTOR-150505
Danne	Mary	ADJ Academic & Support Services	Tutor	TUTOR-150505
Dalton	Rose	ADJ Academic & Support Services	Head Academic Mentor	MENTOR-150505
Davenport	Anthony	ADJ Academic & Support Services	Tutor	TUTOR-150505
Davis	Dolores	ADJ Academic & Support Services	Tutor	TUTOR-150505
Davis	Jill	ADJ Academic & Support Services	Tutor	TUTOR-150505
Diaz	Sherylene	ADJ Academic & Support Services	Tutor	TUTOR-150505
DiGenio	Natasha	ADJ Academic & Support Services	Tutor	TUTOR-150505
Djerroud	Dalila	ADJ Academic & Support Services	Tutor	TUTOR-150505
El-Dackdouss	Ziad	ADJ Academic & Support Services	Tutor	TUTOR-150505
Elkholy	Mariam	ADJ Academic & Support Services	Tutor	TUTOR-150505
Elshorbagy	Hala	ADJ Academic & Support Services	Tutor	TUTOR-150505
Evans	Robert	ADJ Academic & Support Services	Tutor	TUTOR-150505
Fant	Nadira	ADJ Academic & Support Services	Tutor	TUTOR-150505
Ferguson	Dameian	ADJ Academic & Support Services	Tutor	TUTOR-150505
Fernandez	Carlos	ADJ Academic & Support Services	Tutor	TUTOR-150505
Ganapin	Delfin	ADJ Academic & Support Services	Tutor	TUTOR-150505
Gergs	Raflaa	ADJ Academic & Support Services	Tutor	TUTOR-150505
Gochuico	Carlo-Angelo	ADJ Academic & Support Services	Tutor	TUTOR-150505

Gondal	Ammara	ADJ Academic & Support Services	Tutor	TUTOR-150505
Gonzalez	Daniel	ADJ Academic & Support Services	Tutor	TUTOR-150505
Green	Virginia	ADJ Academic & Support Services	Tutor	TUTOR-150505
Grimaldi	Rose	ADJ Academic & Support Services	Tutor	TUTOR-150505
El Hajjam	Hamid	ADJ Academic & Support Services	Tutor	TUTOR-150505
Hightower-Simmons	Marcia	ADJ Academic & Support Services	Tutor	TUTOR-150505
Irizarry	Giselle	ADJ Academic & Support Services	Tutor	TUTOR-150505
Jeong	Eunsu	ADJ Academic & Support Services	Tutor	TUTOR-150505
Kanter	Deborah	ADJ Academic & Support Services	Tutor	TUTOR-150505
Kennedy	Mary	ADJ Academic & Support Services	Tutor	TUTOR-150505
Khokhar	Adbul	ADJ Academic & Support Services	Tutor	TUTOR-150505
Kutubuddin	Nipon	ADJ Academic & Support Services	Tutor	TUTOR-150505
Lanier	Royal	ADJ Academic & Support Services	Tutor	TUTOR-150505
Li	Bosen	ADJ Academic & Support Services	Tutor	TUTOR-150505
Liebl	Christopher	ADJ Academic & Support Services	Tutor	TUTOR-150505
Lopez Jr.	Victor	ADJ Academic & Support Services	Tutor	TUTOR-150505
Marulanda	Anthony	ADJ Academic & Support Services	Tutor	TUTOR-150505
Master	Yogesh	ADJ Academic & Support Services	Tutor	TUTOR-150505
McElrone	Loribel	ADJ Academic & Support Services	Tutor	TUTOR-150505
McFarlane-Edwards	Janet	ADJ Academic & Support Services	Tutor	TUTOR-150505
Mehta	Kajal	ADJ Academic & Support Services	Tutor	TUTOR-150505
Mehta	Poojan	ADJ Academic & Support Services	Tutor	TUTOR-150505
Miranda	Roberto	ADJ Academic & Support Services	Tutor	TUTOR-150505
Mieles	Matthew	ADJ Academic & Support Services	Tutor	TUTOR-150505
Mohammed	Zaida	ADJ Academic & Support Services	Tutor	TUTOR-150505
Moreno	Andrea	ADJ Academic & Support Services	Tutor	TUTOR-150505
Montero	Herta	ADJ Academic & Support Services	Tutor	TUTOR-150505
Muniz	Alexis	ADJ Academic & Support Services	Tutor	TUTOR-150505
Na	Olivia	ADJ Academic & Support Services	Tutor	TUTOR-150505
Nasir	Aysha	ADJ Academic & Support Services	Tutor	TUTOR-150505

Nicholson	Jaheera	ADJ Academic & Support Services	Tutor	TUTOR-150505
Olkewicz	Keith	ADJ Academic & Support Services	Tutor	TUTOR-150505
Park	Irene	ADJ Academic & Support Services	Tutor	TUTOR-150505
Patel	Mohini	ADJ Academic & Support Services	Tutor	TUTOR-150505
Patel	Manali	ADJ Academic & Support Services	Tutor	TUTOR-150505
Patel	Druv	ADJ Academic & Support Services	Tutor	TUTOR-150505
Paul	Youri	ADJ Academic & Support Services	Tutor	TUTOR-150505
Posada	Stella	ADJ Academic & Support Services	Tutor	TUTOR-150505
Rafa	Omar	ADJ Academic & Support Services	Tutor	TUTOR-150505
Rivera	Chayanne	ADJ Academic & Support Services	Tutor	TUTOR-150505
Rivera	Carmen	ADJ Academic & Support Services	Tutor	TUTOR-150505
Robertson	Laura	ADJ Academic & Support Services	Tutor	TUTOR-150505
Rosado	Gabriele	ADJ Academic & Support Services	Tutor	TUTOR-150505
Ross	Royal	ADJ Academic & Support Services	Tutor	TUTOR-150505
Sala	Steven X	ADJ Academic & Support Services	Evening/Weekend Administrator	EWKTUT-150505
Sambula	Lisa	ADJ Academic & Support Services	Tutor	TUTOR-150505
Sharma	Pushpesh	ADJ Academic & Support Services	Tutor	TUTOR-150505
Somasundaram	Pamathi	ADJ Academic & Support Services	Tutor	TUTOR-150505
Salem	Heba	ADJ Academic & Support Services	Tutor	TUTOR-150505
Straussberg	Michelle	ADJ Academic & Support Services	Tutor	TUTOR-150505
Tate	Dominique	ADJ Academic & Support Services	Tutor	TUTOR-150505
Taylor	Beatrice	ADJ Academic & Support Services	Tutor	TUTOR-150505
Truitt	Trenton	ADJ Academic & Support Services	Tutor	TUTOR-150505
Valanzola	Sandra	ADJ Academic & Support Services	Tutor	TUTOR-150505
Villafane	Melissa	ADJ Academic & Support Services	Tutor	TUTOR-150505
Yasmeen	Faria	ADJ Academic & Support Services	Tutor	TUTOR-150505
Walters	Michael	ADJ Academic & Support Services	Tutor	TUTOR-150505
Vela	Linda	ADJ Academic & Support Services	Tutor	TUTOR-150505
Zuleta	Isabelita	ADJ Academic & Support Services	Tutor	TUTOR-150505
Zahin	Humayra	ADJ Academic & Support Services	Tutor	TUTOR-150505

Gooding	Daniela	Allied Health	Office Assistant	OFFAST-101015
Alcid	Leah	Allied Health	Counselor/HPOG	ADVISOR-601073
Grant	Tyquan	Arts & Science	Office/Electronic Records Assistant	STUAST-101005
Escalante	Jenny	Arts & Science	Student Assistant	STUAST-101005
Contla	Haide	Arts & Science	Student Assistant	STUAST-101005
Saeed	Aneeqa	Center for Business & Industry	Office Assistant	FSD/CBI-103005
Edwards	Aycha	Center for Business & Industry	Research Associate	RESASO-103005
Yashayeva	Samaya	Center for Business & Industry	Office Assistant	OFFAST-103005
Albanese	Richard	Center for Business & Industry	Instructor	PTINST-103005
Altaai	Aseel	Center for Business & Industry	Instructor	PTINST-103005
Banzon	Amelia	Center for Business & Industry	Instructor	PTINST-103005
Barroero	Patrizia	Center for Business & Industry	Instructor	PTINST-103005
Baxer	Paul	Center for Business & Industry	Instructor	PTINST-103005
Baxer	Paul	Center for Business & Industry	WorkFirst Grant Pre-Occupational Instructor	PTINST-605003
Bolanos	Otoniel	Center for Business & Industry	Instructor	PTINST-103005
Chapman	Ana	Center for Business & Industry	Instructor	PTINST-103005
Chitty	Shawn	Center for Business & Industry	Instructor	PTINST-103005
Coto	Hector	Center for Business & Industry	Instructor	PTINST-103005
Da Silva	Catherine	Center for Business & Industry	Instructor	PTINST-103005
Da Silva	Catherine	Center for Business & Industry	WorkFirst Grant Pre-Occupational Instructor	PTINST-605003
Delgado	Elliot	Center for Business & Industry	Instructor	PTINST-103005
Deslis	Lydia	Center for Business & Industry	Instructor	PTINST-103005
Edwards	Letisha	Center for Business & Industry	Instructor	PTINST-103005
Edwards	Letisha	Center for Business & Industry	WorkFirst Grant Pre-Occupational Instructor	PTINST-605003
Ellerbe	Janice	Center for Business & Industry	Instructor	PTINST-103005
Ellerbe	Janice	Center for Business & Industry	Instructor	PTINST-103005
Fabara	Kenny	Center for Business & Industry	Instructor	PTINST-103005
Foster	Juliet V	Center for Business & Industry	Instructor	PTINST-103005

Galli	Karen	Center for Business & Industry	Instructor	PTINST-103005
Galli	Karen	Center for Business & Industry	WorkFirst Grant Pre-Occupational Instructor	PTINST-605003
Gambino	Russel	Center for Business & Industry	Instructor	PTINST-103005
Gambino	Russel	Center for Business & Industry	WorkFirst Grant Pre-Occupational Instructor	PTINST-605003
Gettinger	Marilyn	Center for Business & Industry	Instructor	PTINST-103005
Gevero	Ailene	Center for Business & Industry	Instructor	PTINST-103005
Gray	Denise	Center for Business & Industry	Instructor	PTINST-103005
Gray	Denise	Center for Business & Industry	WorkFirst Grant Pre-Occupational Instructor	PTINST-605003
Hamer	Robert	Center for Business & Industry	Instructor	PTINST-103005
Hamer	Robert	Center for Business & Industry	WorkFirst Grant Pre-Occupational Instructor	PTINST-605003
Hefelle	George	Center for Business & Industry	Instructor	PTINST-103005
Khouzam	Sami	Center for Business & Industry	Instructor	PTINST-103005
Levinson	Robert	Center for Business & Industry	WorkFirst Grant Pre-Occupational Instructor	PTINST-605003
Levinson	Robert	Center for Business & Industry	Instructor	PTINST-103005
Melleno	Christine	Center for Business & Industry	Instructor	PTINST-103005
Moruzzi	Victor	Center for Business & Industry	Instructor	PTINST-103005
Motecalvo	Michele	Center for Business & Industry	Instructor	PTINST-103005
Muniz	Alexis	Center for Business & Industry	Instructor	PTINST-103005
Oden	Ruth	Center for Business & Industry	Instructor	PTINST-103005
Ortega	Herminia	Center for Business & Industry	Instructor	PTINST-103005
Pukdeedamrongrit	Anuchit	Center for Business & Industry	Instructor	PTINST-103005
Randazzo	Ismael	Center for Business & Industry	Instructor	PTINST-103005
Skelley	Gregory	Center for Business & Industry	Instructor	PTINST-103005
Sklar	Robyn L.	Center for Business & Industry	Instructor	PTINST-103005
Thomas	Morris	Center for Business & Industry	Instructor	PTINST-103005
Valcarcel	Alicia	Center for Business & Industry	Instructor	PTINST-103005
Vega	Aileen	Center for Business & Industry	Instructor	PTINST-103005
Wadhwani	Usha	Center for Business & Industry	Instructor	PTINST-103005
Williamson-Mickie	Taneya	Center for Business & Industry	Instructor	PTINST-103005

Williamson-Mickie	Taneya	Center for Business & Industry	WorkFirst Grant Pre-Occupational Instructor	PTINST-605003
Torres	Mayelin	Center for Business & Industry	Program Associate	PROGASO-605003
Merlino	Adele	Center for Online Learning	Instructional Designer & Technologist	PTTECH-101055
Ati-Elqadi	Chafia	Center for Online Learning	Instructional Designer & Technology	PTTECH-101055
Ciely	Christopher	Communications	Office Assistant	OFFAST-254055
Gil	Julio	Communications	Office Assistant	OFFAST-254055
Ackerman	Kurt	Community Education/Non-Credit Programs	Instructor	PTINST-102005
Ahmad	Tahrier	Community Education/Non-Credit Programs	Instructor	OFFAST-102005
Allen	Merridith	Community Education/Non-Credit Programs	Instructor	PTINST-102005
Angel-Benitez	Clara	Community Education/Non-Credit Programs	Office Assistant	OFFAST-102005
Ankrah	Emmanuel	Community Education/Non-Credit Programs	Instructor	PTINST-102005
Aviles	Lillian	Community Education/Non-Credit Programs	Instructor	CACEDW-102020
Banzon	Amelia	Community Education/Non-Credit Programs	Instructor	ESLC-102015
Bauer	Emily	Community Education/Non-Credit Programs	Instructor	ESLC-102015
Brady	Angelina	Community Education/Non-Credit Programs	Instructor	PTINST-102005
Britt	Kevin	Community Education/Non-Credit Programs	Instructor	PTINST-102005
Caniglia	Joseph	Community Education/Non-Credit Programs	Instructor	ESLC-102015
Capo	Anthony	Community Education/Non-Credit Programs	Instructor	CACEINS-102020
Choo-Yick	Anthony	Community Education/Non-Credit Programs	Instructor	ESLC-102015
Cinclair	Jennifer	Community Education/Non-Credit Programs	Instructor	CACEINS-102020

<i>Cinclair</i>	<i>Jennifer</i>	<i>Community Education/Non-Credit Programs</i>	<i>Instructor</i>	<i>PTCOORD-102020</i>
<i>Delgado</i>	<i>Claudia</i>	<i>Community Education/Non-Credit Programs</i>	<i>Instructor</i>	<i>PTINST-102005</i>
<i>Edward</i>	<i>Ethridge</i>	<i>Community Education/Non-Credit Programs</i>	<i>Instructor</i>	<i>PTINST-102005</i>
<i>Eriksson</i>	<i>Theresa</i>	<i>Community Education/Non-Credit Programs</i>	<i>Instructor</i>	<i>CACEINS-102020</i>
<i>Farfan</i>	<i>Marcela</i>	<i>Community Education/Non-Credit Programs</i>	<i>Instructor</i>	<i>PTINST-102005</i>
<i>Ferreira</i>	<i>Estefany</i>	<i>Community Education/Non-Credit Programs</i>	<i>Office Assistant</i>	<i>OFFAST-102005</i>
<i>Florio</i>	<i>Christine</i>	<i>Community Education/Non-Credit Programs</i>	<i>Instructor</i>	<i>CACEINS-102020</i>
<i>Grimaldi</i>	<i>Rose</i>	<i>Community Education/Non-Credit Programs</i>	<i>Instructor</i>	<i>ESLC-102015</i>
<i>Hanna</i>	<i>Madonna</i>	<i>Community Education/Non-Credit Programs</i>	<i>Instructor</i>	<i>PTINST-102005</i>
<i>Ivy</i>	<i>Karen</i>	<i>Community Education/Non-Credit Programs</i>	<i>New Pathway Instructor</i>	<i>PTHW-102025</i>
<i>Jakubowski</i>	<i>William</i>	<i>Community Education/Non-Credit Programs</i>	<i>Instructor</i>	<i>CACEINS-102020</i>
<i>Kanter</i>	<i>Deborah</i>	<i>Community Education/Non-Credit Programs</i>	<i>Instructor</i>	<i>PTINST-102005</i>
<i>Krause</i>	<i>Helen</i>	<i>Community Education/Non-Credit Programs</i>	<i>Instructor</i>	<i>ESLC-102015</i>
<i>Kumar</i>	<i>Krishna</i>	<i>Community Education/Non-Credit Programs</i>	<i>Instructor</i>	<i>PTINST-102005</i>
<i>Lichtman</i>	<i>Martin</i>	<i>Community Education/Non-Credit Programs</i>	<i>New Pathway Instructor</i>	<i>PTHW-102025</i>
<i>Line</i>	<i>Jennifer</i>	<i>Community Education/Non-Credit Programs</i>	<i>New Pathway Instructor</i>	<i>PTCORD-102005</i>
<i>Lontoc</i>	<i>Marissa</i>	<i>Community Education/Non-Credit Programs</i>	<i>Instructor</i>	<i>CACEINS-102020</i>

<i>Mauro</i>	<i>Carole</i>	<i>Community Education/Non-Credit Programs</i>	<i>Instructor</i>	<i>ESLC-102015</i>
<i>Megalla</i>	<i>Gemiana</i>	<i>Community Education/Non-Credit Programs</i>	<i>Instructor</i>	<i>PTINST-102005</i>
<i>Michail</i>	<i>Phoebe</i>	<i>Community Education/Non-Credit Programs</i>	<i>Instructor</i>	<i>PTCORD-102005</i>
<i>Morruzzi</i>	<i>Victor</i>	<i>Community Education/Non-Credit Programs</i>	<i>Instructor</i>	<i>CACEINS-102020</i>
<i>Nolan</i>	<i>Michael</i>	<i>Community Education/Non-Credit Programs</i>	<i>Instructor</i>	<i>PTINST-102005</i>
<i>Oden</i>	<i>Ruth</i>	<i>Community Education/Non-Credit Programs</i>	<i>Instructor</i>	<i>ESLC-102015</i>
<i>O'Gara</i>	<i>Lauren</i>	<i>Community Education/Non-Credit Programs</i>	<i>Instructor</i>	<i>PTHW-102025</i>
<i>Panesso</i>	<i>Sandra</i>	<i>Community Education/Non-Credit Programs</i>	<i>Instructor</i>	<i>ESLC-102015</i>
<i>Pichardo</i>	<i>Vladimir</i>	<i>Community Education/Non-Credit Programs</i>	<i>Instructor</i>	<i>PTINST-102005</i>
<i>Ploom</i>	<i>Laverene</i>	<i>Community Education/Non-Credit Programs</i>	<i>Instructor</i>	<i>PTINST-102010</i>
<i>Quinones</i>	<i>Rosemary</i>	<i>Community Education/Non-Credit Programs</i>	<i>Instructor</i>	<i>ESLC-102015</i>
<i>Ramos</i>	<i>Bethsaida</i>	<i>Community Education/Non-Credit Programs</i>	<i>Instructor</i>	<i>PTINST-102005</i>
<i>Randazzo</i>	<i>Ismael</i>	<i>Community Education/Non-Credit Programs</i>	<i>Instructor</i>	<i>ESLC-102015</i>
<i>Rivera</i>	<i>Carmen</i>	<i>Community Education/Non-Credit Programs</i>	<i>Instructor</i>	<i>ESLC-102015</i>
<i>Rossi</i>	<i>Alan</i>	<i>Community Education/Non-Credit Programs</i>	<i>Instructor</i>	<i>PTINST-102005</i>
<i>Sansone</i>	<i>Paul</i>	<i>Community Education/Non-Credit Programs</i>	<i>Instructor</i>	<i>PTINST-102005</i>
<i>Seetahal</i>	<i>Nialia</i>	<i>Community Education/Non-Credit Programs</i>	<i>Instructor</i>	<i>PTINST-102005</i>

<i>Storm</i>	<i>Elizabeth</i>	<i>Community Education/Non-Credit Programs</i>	<i>Instructor</i>	<i>PTINST-102005</i>
<i>Stone</i>	<i>Alexandria</i>	<i>Community Education/Non-Credit Programs</i>	<i>Office Assistant</i>	<i>OFFAST-102005</i>
<i>Valcarel</i>	<i>Alicia</i>	<i>Community Education/Non-Credit Programs</i>	<i>Instructor</i>	<i>PTINST-102005</i>
<i>Wabara</i>	<i>Malcolm</i>	<i>Community Education/Non-Credit Programs</i>	<i>Instructor</i>	<i>PTINST-102005</i>
<i>Wadwani</i>	<i>Usha</i>	<i>Community Education/Non-Credit Programs</i>	<i>Instructor</i>	<i>ESLC-102015</i>
<i>Waldron</i>	<i>David</i>	<i>Community Education/Non-Credit Programs</i>	<i>Instructor</i>	<i>PTINST-102005</i>
<i>Williams</i>	<i>Debra</i>	<i>Community Education/Non-Credit Programs</i>	<i>Instructor</i>	<i>PTINST-102005</i>
<i>Williams</i>	<i>Tony</i>	<i>Community Education/Non-Credit Programs</i>	<i>Instructor</i>	<i>PTINST-102005</i>
<i>Zayatz</i>	<i>Nicole</i>	<i>Community Education/Non-Credit Programs</i>	<i>Instructor</i>	<i>PTINST-102005</i>
<i>O'Gara</i>	<i>Lauren</i>	<i>Community Education/Non-Credit Programs</i>	<i>New Pathway Instructor</i>	<i>CORDNPT-102025</i>
<i>Arena</i>	<i>Stephanie</i>	<i>Community Education/Non-Credit Programs</i>	<i>New Pathway Instructor</i>	<i>NJCUPTH-102025</i>
<i>Gilliam</i>	<i>Tanya</i>	<i>Community Education/Non-Credit Programs</i>	<i>New Pathway Instructor</i>	<i>NJCUPTH-102025</i>
<i>Rathore</i>	<i>Rozeena</i>	<i>Controller's Office</i>	<i>Office Assistant</i>	<i>OFFAST-253015</i>
<i>Abon</i>	<i>Eusebio</i>	<i>College Libraries</i>	<i>Office Assistant</i>	<i>OFFAST-150510</i>
<i>Brooks</i>	<i>Clifford</i>	<i>College Libraries</i>	<i>Librarian</i>	<i>PTLRN-150510</i>
<i>Bustamante</i>	<i>Kenny</i>	<i>College Libraries</i>	<i>Office Assistant</i>	<i>OFFAST-150510</i>
<i>Cintron</i>	<i>Johnathan</i>	<i>College Libraries</i>	<i>Office Assistant</i>	<i>OFFAST-150510</i>
<i>Costello</i>	<i>Tara</i>	<i>College Libraries</i>	<i>Office Assistant</i>	<i>OFFAST-150510</i>
<i>Courtier</i>	<i>Devlyn</i>	<i>College Libraries</i>	<i>Office Assistant</i>	<i>OFFAST-150510</i>
<i>Cox</i>	<i>James</i>	<i>College Libraries</i>	<i>Librarian</i>	<i>PTLRN-150510</i>
<i>Dodds</i>	<i>John</i>	<i>College Libraries</i>	<i>Librarian</i>	<i>PTLRN-150510</i>
<i>Elgebily</i>	<i>Sohir</i>	<i>College Libraries</i>	<i>Office Assistant</i>	<i>OFFAST-150510</i>
<i>Gawchik</i>	<i>Martha</i>	<i>College Libraries</i>	<i>Librarian</i>	<i>PTLRN-150510</i>
<i>Gonsalves</i>	<i>Devika</i>	<i>College Libraries</i>	<i>Office Assistant</i>	<i>OFFAST-150510</i>

Kom	Sr.Joanne	College Libraries	Librarian	PTLRN-150510
John Lewis	Akim	College Libraries	Office Assistant	OFFAST-150510
Lendorf	Manuel	College Libraries	Office Assistant	OFFAST-150510
Lopez	Catherine	College Libraries	Office Assistant	OFFAST-150510
Lynch	Jessika	College Libraries	Office Assistant	OFFAST-150510
Muhi	Amorfina	College Libraries	Librarian	PTLRN-150510
Nelson	Jeanette	College Libraries	Office Assistant	OFFAST-150510
Odeh	Hussein	College Libraries	Librarian	PTLRN-150510
Oubraham	Nouara	College Libraries	Office Assistant	OFFAST-150510
Patel	Kiran	College Libraries	Librarian	PTLRN-150510
Pitre	Nestor	College Libraries	Office Assistant	OFFAST-150510
Reyes	Rikki	College Libraries	Office Assistant	OFFAST-150510
Richard	Robert	College Libraries	Office Assistant	OFFAST-150510
Rodriguez	Victor	College Libraries	Office Assistant	OFFAST-150510
Sahadeo	Krishna	College Libraries	Office Assistant	OFFAST-150510
Sanchez	Lotta	College Libraries	Office Assistant	OFFAST-150510
Sova	Cathleen	College Libraries	Librarian	PTLRN-150510
Tubungbanua	Angelita	College Libraries	Office Assistant	OFFAST-150510
Vargas	Ernestine	College Libraries	Office Assistant	OFFAST-150510
Wilkes	Veronica	College Libraries	Office Assistant	OFFAST-150510
Nour	Samir	Culinary Arts	Office Assistant	OFFAST-101030
Herrador	Nicole	Culinary Arts	Office Assistant	OFFAST-101030
Martinez	Jessica	Culinary Arts	Office Assistant	OFFAST-101030
Jnoville	Paula	Culinary Arts	Office Assistant	OFFAST-101030
Abad	Dauri	Culinary Arts	Dishwasher	CULDDW-101030
Avegno	Victor	Culinary Arts	Dishwasher	CULDDW-101030
Aviles	Lillian	Culinary Arts	Dishwasher	CULDDW-101030
Canderlaria	Miguel	Culinary Arts	Dishwasher	CULDDW-101030
Collazo	Orlando	Culinary Arts	Dishwasher	CULDDW-101030
Curiel	Tamara	Culinary Arts	Dishwasher	CULDDW-101030
Rivera	Justin	Culinary Arts	Dishwasher	CULDDW-101030
Rivera	Scott	Culinary Arts	Dishwasher	CULDDW-101030
Singh	Soamwattie	Culinary Arts	Dishwasher	CULDDW-101030
Rodriguez	Delia	Culinary Arts	Dishwasher	CULDDW-101030
Chitty	Shawn	Culinary Arts	Receiving Clerk	RECLERK-101030
Portillo	Yanira	Culinary Arts	Receiving Clerk	RECLERK-101030
Albanese	Richard	Culinary Arts	Receiving Clerk	RECLERK-101030
Clode	Anthony	Culinary Arts	Receiving Clerk	RECLERK-101030
Moruzzi	Victor	Culinary Arts	Receiving Clerk	RECLERK-101030
Pukdeedamrongrit	Anuchit	Culinary Arts	Receiving Clerk	RECLERK-101030

Nisa	Badru	Development	Alumni Assistant	ALUAST-255010
Sigel	Andrea	Development	Art Collection Coordinator	PTART-255010
Thompson	Latisha	Development	Record Keeper	RECKEEP-252010
Ahamd	Sabeen	Disability Services Support	Notetaker/Reader	READER-101015
Alpapara	Victoria	Disability Services Support	Notetaker/Reader	READER-101015
Burnett	Laura	Disability Services Support	Sign Language Interpreter	SIGNLAU-101015
Cazebas	Javier	Disability Services Support	Notetaker/Reader	READER-101015
Colston-Leverette	Jackson	Disability Services Support	Notetaker/Reader	READER-101015
Daponte	Marisa	Disability Services Support	Notetaker/Reader	READER-101015
Diaz	Maryann	Disability Services Support	Sign Language Interpreter	SIGNLAU-101015
Dumancela	Angel	Disability Services Support	Notetaker/Reader	READER-101015
Farrell	Karen	Disability Services Support	Sign Language Interpreter	SIGNLAU-101015
Fernekees-Boylan	Jeanne	Disability Services Support	Sign Language Interpreter	SIGNLAU-101015
Ferri	John	Disability Services Support	Notetaker/Reader	READER-101015
Flanagan	Regina	Disability Services Support	Sign Language Interpreter	SIGNLAU-101015
Griffith	Amira	Disability Services Support	Sign Language Interpreter	SIGNLAU-101015
Home	Jeffrey	Disability Services Support	Notetaker/Reader	READER-101015
Jackowsky	Margaret	Disability Services Support	Sign Language Interpreter	SIGNLAU-101015
Jaikissoon	Martha	Disability Services Support	Notetaker/Reader	READER-101015
Mascis	Catherine	Disability Services Support	Notetaker/Reader	READER-101015
Mendez	Daniel	Disability Services Support	Notetaker/Reader	READER-101015
Nepomuceno	Bernadette	Disability Services Support	Notetaker/Reader	READER-101015
Reeves	Angelique	Disability Services Support	Notetaker/Reader	READER-101015
Smith	Jennifer	Disability Services Support	Sign Language Interpreter	SIGNLAU-101015
Taylor	Danielle	Disability Services Support	Notetaker/Reader	SIGNLAU-101015
Taylor	Kim	Disability Services Support	Notetaker/Reader	READER-101015
Taylor	Scott	Disability Services Support	Notetaker/Reader	READER-101015
Valvano	Katrina	Disability Services Support	Notetaker/Reader	READER-101015
Harb	Kristina	EOF	Office Assistant	OFFAST-150515
Hayes	Jennifer	EOF	Office Assistant	OFFAST-150515

Inizzary	Giselle	EOF	Office Assistant	OFFAST-150515
Wadhwani	Usha	EOF	Instructor	PTINST-603031
Wadhwani	Usha	EOF	Tutor	EOFTUT-603031
Wilson	Courtney	EOF	Office Assistant	OFFAST-150515
Kellner-Weeks	Jane	Enrollment Services	Office Assistant	OFFAST-200525
Shenouda	David	Enrollment Services	Office Assistant	OFFAST-200525
Allen	La Teisha	Enrollment Services	Student Ambassador	STUAMB-701000
Allen	Dorcas	Enrollment Services	Student Ambassador	STUAMB-701000
Alfonso	Christoher	Enrollment Services	Office Assistant	OFFAST-200525
Ilyas	Asma	Enrollment Services	Office Assistant	OFFAST-200525
Castillo	Esthefanie	Enrollment Services	Office Assistant	OFFAST-200525
Chaudhry	Masood	Enrollment Services	Office Assistant	OFFAST-200525
Ramirez	Femelis	Enrollment Services	Office Assistant	OFFAST-200525
Rodriguez	Laissa	Enrollment Services- NHHEC	Office Assistant	OFFAST-252030
Sandoval	Genesis	Enrollment Services- NHHEC	Office Assistant	OFFAST-252030
Garcia	Jesus	ESL	Office Assistant	OFFAST-101035
Bouret	Angelina	ESL	Office Assistant	OFFAST-101035
Gonzaga	Cynthia	ESL	Student Assistant	STUAST-101035
Valcarcel	Paola	ESL	Office Assistant	OFFAST-101035
Matos	Shaniqua	Financial Aid	Office Assistant	OFFAST-200520
Amkouk	Fatima	Financial Aid	Office Assistant	OFFAST-200520
Guzman	Maria	Financial Aid	Office Assistant	OFFAST-200520
Rosado	Rosalind	Financial Aid	Office Assistant	OFFAST-200520
Perez-Jimenez	Milita	Financial Aid	Office Assistant	OFFAST-200520
Elghandor	Stephanie	Financial Aid	Office Assistant	OFFAST-200520
Conley	Carmen	Financial Aid	Office Assistant	OFFAST-200520
Garcia	Carolina	Financial Aid	Office Assistant	OFFAST-200520
Leon	Aimee	Financial Aid	Office Assistant	OFFAST-200520
Cortez	Maria Cielo	Financial Aid	Office Assistant	OFFAST-200520
Brentum	Marvelyn	Grants	Research Associate	RESASO-601074
Allouch	Jaouad	Information Technology Services	Instructional Lab Assistant	ISTLAB-253025
Ayala	Alejandra S	Information Technology Services	Instructional Lab Assistant	ISTLAB-253025
Cervantes	Sindy	Information Technology Services	Instructional Lab Assistant	ISTLAB-253025
Chavez	Celia S	Information Technology Services	Instructional Lab Assistant	ISTLAB-253025
Cruz	Rosa L	Information Technology Services	Instructional Lab Assistant	ISTLAB-253025
Del Piano	Justin	Information Technology Services	Instructional Lab Assistant	ISTLAB-253025

Deschamps	Anthony J	Information Technology Services	Instructional Lab Assistant	ISTLAB-253025
Johnson	Katherine	Information Technology Services	Instructional Lab Assistant	ISTLAB-253025
Faruque	Muhammad	Information Technology Services	Instructional Lab Assistant	ISTLAB-253025
Henry	Shantal M	Information Technology Services	Instructional Lab Assistant	ISTLAB-253025
Hernandez	Maydelin	Information Technology Services	Instructional Lab Assistant	ISTLAB-253025
Insuasti	Kevin	Information Technology Services	Instructional Lab Assistant	ISTLAB-253025
Mesa	Dagoberto	Information Technology Services	Instructional Lab Assistant	ISTLAB-253025
Mesa	Negdo A	Information Technology Services	Instructional Lab Assistant	ISTLAB-253025
Moussir	Rabah	Information Technology Services	Instructional Lab Assistant	ISTLAB-253025
Noriega	Julio	Information Technology Services	Instructional Lab Assistant	ISTLAB-253025
Polanco	Oneal	Information Technology Services	Instructional Lab Assistant	ISTLAB-253025
Ortega	Reina	Information Technology Services	Instructional Lab Assistant	ISTLAB-253025
Patel	Dhruvik	Information Technology Services	Instructional Lab Assistant	ISTLAB-253025
Patel	Jigar	Information Technology Services	Instructional Lab Assistant	ISTLAB-253025
Patel	Milankumar	Information Technology Services	Instructional Lab Assistant	ISTLAB-253025
Patel	Krupali	Information Technology Services	Instructional Lab Assistant	ISTLAB-253025
Patel	Monarch	Information Technology Services	Instructional Lab Assistant	ISTLAB-253025
Porras	Daniela	Information Technology Services	Instructional Lab Assistant	ISTLAB-253025
Puebla	Eunice	Information Technology Services	Instructional Lab Assistant	ISTLAB-253025
Ramos	Jonathan	Information Technology Services	Instructional Lab Assistant	ISTLAB-253025
Rodriguez	Emma	Information Technology Services	Instructional Lab Assistant	ISTLAB-253025
Rodriguez	Fiorella	Information Technology Services	Instructional Lab Assistant	ISTLAB-253025
Rodriguez	Maria	Information Technology Services	Instructional Lab Assistant	ISTLAB-253025
Romero	Jenny	Information Technology Services	Instructional Lab Assistant	ISTLAB-253025
Samaniego	Juan	Information Technology Services	Instructional Lab Assistant	ISTLAB-253025
Sanchez	Stephanie	Information Technology Services	Instructional Lab Assistant	ISTLAB-253025
Santos Gonzalez	Arnold	Information Technology Services	Instructional Lab Assistant	ISTLAB-253025
Shah	Priyank	Information Technology Services	Instructional Lab Assistant	ISTLAB-253025
Suico II	Alfredo	Information Technology Services	Instructional Lab Assistant	ISTLAB-253025
Uribe	Daniel	Information Technology Services	Instructional Lab Assistant	ISTLAB-253025

Vaghavi	Manasvi	Information Technology Services	Instructional Lab Assistant	ISTLAB-253025
Valeriano	Vanessa	Information Technology Services	Instructional Lab Assistant	ISTLAB-253025
Vidal	Jonathan	Information Technology Services	Instructional Lab Assistant	ISTLAB-253025
Zahidi	Mohamed	Information Technology Services	Instructional Lab Assistant	ISTLAB-253025
Casas	Michael	Mail & Copy Room	Office Assistant	OFFAST-253035
Laborde	Marina	Mail & Copy Room	Office Assistant	OFFAST-253035
Acosta	Jose	Mail & Copy Room	Office Assistant	OFFAST-253035
Ramsarran	Nandall	Mail & Copy Room	Office Assistant	OFFAST-253035
Gomes	Aires	Maintenance	Facilities Worker	PTFWK-300510
Velez	Apolinar	Maintenance	Facilities Worker	PTFWK-300510
Cousar	Ebony	Maintenance	Student Assistant	STUAST-300505
Demetrius	Sherley	Social Sciences	Lab Assistant	LABAST-101015
Aguirre	Mauricio	STEM	Lab Assistant	LABAST-101015
Elshafey	Mohamed	STEM	Lab Assistant	LABAST-101015
Fayyaz	Faiza	STEM	Lab Assistant	LABAST-101015
Jilla	Abilash	STEM	Lab Assistant	LABAST-101015
Porter	Elliot	STEM	Lab Assistant	LABAST-101015
Sorour	Pegah	STEM	Office Assistant	OFFAST-101015
Tandochary	Andray	STEM	Lab Assistant	LABAST-101015
Wisnieski	Fred	STEM	Lab Assistant	LABAST-101015
Canela	Christopher	Student Activities	Peer Leader	PEERLEA-701000
Bautista	Sophia	Student Activities	Peer Leader	PEERLEA-701000
Fernandez	Candice	Student Activities	Peer Leader	PEERLEA-701000
Martin	Kyara	Student Activities	Peer Leader	PEERLEA-701000
Vargas	Evelyn	Student Activities	Peer Leader	PEERLEA-701000
Prieto	Rafael	Student Activities	Peer Leader	PEERLEA-701000
Valeriano	Vanessa	Student Activities	Peer Leader	PEERLEA-701000
Chavez	Janet	Student Affairs	Office Assistant	OFFAST-252030
Quiroz	Michelle	Student Affairs	Office Assistant	OFFAST-252030
Mercado	Steven	Testing Center	Testing Aide	TAIDE-200530
Wooten	Taundra	Testing Center	Testing Aide	TAIDE-200530

RECOMMENDATION:

The President, the Administration and the Personnel Committee recommend that the Board of Trustees approve the Appointment of Additional New & Continuing Part-Time Hires FY15 listed above as Personnel Recommendation Item No.4.

NOW, THEREFORE BE IT RESOLVED that the Board of Trustees approve the recommendations of the President, the Administration and the Personnel Committee as outlined above in **Item VIII. Personnel Recommendations 1-4:** (1) Retirement, (2) Resignation, (3) Appointment of Staff, and (4) Appointment of Additional New & Continuing Part-Time Hires FY15.

INTRODUCED BY: Joanne Kosakowski

SECONDED BY: Karen Fahrenholz

DATE: November 25, 2014

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

7 Ayes..... 0 Nay

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

Jennifer Oakley
Signature of Recorder

11-25-14
Date

**HUDSON COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES MEETING
November 25, 2014**

IX. ACADEMIC AND STUDENT AFFAIRS

1. Termination of Associate of Applied Science Degree in Health Information Technology

BACKGROUND

In Fall 2007 the College had suspended recruitments of several programs including AAS – Health Information Technology (HIT) due to declining enrollments and low number of graduates (see table below).

	Enrollments				Graduates		
	Fall 2004	Fall 2005	Fall 2006	Spring 2007	AY 04-05	AY 05-06	AY 06-07
Health Information Technology - AAS	25	25	14	14	5	1	2

The suspended recruitment period has allowed the college to re-assess the curriculum and explore opportunities to realign, revamp and/or transform the program to meet the needs of current markets, taking into consideration program costs and viability.

With resources from a Collaborative NJCU/HCCC Grant – Title V Allied Health and collaborative work with external consultants, the program was revitalized with a new curriculum, professional courses, and professional practice experiences and approved for implementation by the HCCC Board of Trustees at its January 2013 meeting.

Since then the College has made every effort to implement this revitalized degree but has finally made the decision to terminate the program due to low enrollment numbers and problems with cost effectiveness. In particular, AHIMA 2014 criteria (American Health Information Management Association), stipulate that there must be a program director in place who must not be a faculty member. A program director with a minimum qualification of a certified HIT could not be found despite a year-long search.

The termination of this revitalized degree program will have no impact on students since all seven current students enrolled into the program in Spring 2013 and Fall 2014 are not college-ready. They will be advised to move to other HCCC degree programs of their choice.

RECOMMENDATION

The President and Administration recommend the Board of Trustees approve the termination of AAS Health Information Technology, effective Spring 2015.

RESOLUTION

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees accept the recommendation of the President and the Academic and Student Affairs Committee to terminate the AAS Health Information Technology, effective Spring 2015.

INTRODUCED BY: Karen Fahrenholz

SECONDED BY: Kevin Callahan

DATE: November 25, 2014

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

7 Ayes..... 0 Nay

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

Jennifer Wakley
Signature of Recorder

11-25-14
Date

**HUDSON COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES MEETING
November 25, 2014**

IX. ACADEMIC AND STUDENT AFFAIRS

2. Propose a new degree option – Infant/Toddler Education to the existing AA Liberal Arts program

Following the termination of HCCC Certificate Program in Early Childhood Education and in response to national and statewide attention that is given towards advancing training in the area (see box), HCCC implemented the two professional development certificates – CDA Certificates in PreSchool and Infant/Toddler in summer 2014.

Head Start Act – Section 648A : Staff Qualification and Development

“The Secretary shall ensure that not later than September 30, 2013 all Head Start education coordinators, including those that serve as curriculum specialists, nationwide in center-based programs have at least a child development associate credential... and be enrolled in a program that leads to an associate or baccalaureate degree or be enrolled in a child development associate credential program to be completed within 2 years”

➤ *Early Head Start staff must have an Infant/Toddler CDA and have coursework in infant/toddler care and development that accrues toward a two-year degree.*

➤ *Early Head Start staff must have a Preschool CDA and have coursework in preschoolers care and development that accrues toward a two-year degree.*

HCCC has taken a step further in developing a new degree option in Infant/Toddler Education. The new degree option will afford an opportunity for Head Start staff or any other participants with the CDA Infant/Toddler credential to pursue their associate degree to enable and/or qualify for employability in the Head Start workplace settings.

The new degree option is comprised of 46-47 credits of Liberal Arts General Education requirements and 15 credits of specialized courses in Infant/toddler and Early Childhood Education (Attachment I).

The creation of this option has resulted in development of mutually beneficial relationships of HCCC Education Programs Coordinator with members of the Department of Education, the Office of Headstart and Professional Impact New Jersey (PINJ). Additionally, in 2015, HCCC becomes eligible for scholarship funding to enhance workforce development, this funding is unique that it can also be used for student remediation. (Attachment II).

This is consistent with the College’s mission in promoting partnerships with community service areas, and supporting our most challenged of students, those for whom English may be a second language, or for those who are academically at a disadvantage and may need substantial support. Additionally, the new CDA credential and new degree option are a model of stackable credentials in which shorter programs form stepping stones towards more advanced degrees.

RECOMMENDATION:

The President and Administration recommend that the Board of Trustees approve the implementation of the proposed Associate in Arts degree in Liberal Arts – Infant/Toddler Education option, effective Spring 2015.

RESOLUTION

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees accept the recommendation of the President and the Academic and Student Affairs Committee to propose a new degree option – Infant/Toddler Education to the existing AA Liberal Arts program

INTRODUCED BY: Karen Fahrenholz

SECONDED BY: Bakari Lee

DATE: November 25, 2014

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

7 Ayes..... 0 Nay

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

Jennifer Oakley
Signature of Recorder

11-25-14
Date



PROGRAM ANNOUNCEMENT COVER PAGE

1. Name of Institution

Hudson County Community College

Date: Nov. 9, 2014

2. Title of Program and Degree Designation:

Associate of Arts in Liberal Arts – Infant/Toddler (Birth – 3 years) Education Option

3. Degree Abbreviation: AA

4. CEC Classification/CIP Code:

CIP Code: 240101

5. Campus(es) Where Program Will be Offered:

Journal Square Campus
25 Journal Square
Jersey City, NJ 07306

North Hudson Higher Education Center
4800 Kennedy Boulevard
Union City, NJ

6. Date When Program Will Begin:

Spring 2015

7. Institutions with Which Articulation Agreements Will be Arranged:

New Dual Enrollment Agreements:

- New Jersey City University – Pending Spring 2015
- Saint Peters University – Fall 2014

Existing Articulation Agreements:

- Long-standing articulation agreements exist with Urban League of Hudson County, Union City Board of Education and Starting Points, Inc.
 - Articulation Agreement with Urban League of Hudson County was signed in the fall of 2002.
 - Articulation Agreement between Hudson County Community College and Union City School District's Academy for Enrichment & Advancement on June 27, 2012.
 - Articulation Agreement with Starting Points, Inc., working through NJ PLACE, on August 15, 2012.

8. Licensure Required for Graduate Employment: ☒ Yes ☐ No

Successful completion of the bachelor's degree is required for teacher certification in New Jersey. This is a transfer program working within state regulations for licensure. Additionally, coursework will facilitate an avenue to CDA Infant/Toddler Proficiency and Infant/Toddler Credentialing.

9. Accreditation Required or Desired:

☐ Yes ☒ No

Though not required, this option is designed with NAEYC standards in mind.



Hudson County Community College
Associate of Arts in Liberal Arts – Infant/Toddler (Birth – 3 years) Education Option

Program Announcement Narrative

I. Objectives

This program provides the necessary coursework for those interested in pursuing a Baccalaureate degree in Early Childhood, with a concentration in Infant and Toddler. By obtaining an Associate's Degree in Infant/Toddler, the graduates are qualified to work as early educators/caregiver in an Infant/Toddler setting, with children from birth to thirty-six months.

II. Need

A. Justification

- According to the 2007 Head Start Act, Early Head Start staff must have an Infant/Toddler CDA and have coursework in infant/toddler care and development that accrues toward a two-year degree.
- According to Section 648A. Staff Qualifications and Development, "The Secretary shall ensure that not later than September 30, 2013 all Head Start education coordinators, including those that serve as curriculum specialists, nationwide in center-based programs have At least a child development associate credential... **and be enrolled in a program that leads to an associate or baccalaureate degree or be enrolled in a child development associate credential program to be completed within 2 years**"
- As a response to national and statewide attention that is given towards advancing training for infant and toddler professionals, many of the community colleges across the State of New Jersey have informally banded together in order to create highly effective professional development programs that bring together the best research and practices available to date and builds on the national CDA program and the state-awarded Infant Toddler Certificate.
- Currently these community colleges are working alongside the Office of Head Start, and the New Jersey Department of Education. Hudson County Community College is part of this initiative.
- This new option supports the professional development of Infant/Toddler caregivers in the licensed child care centers throughout Hudson County. (Separate from Early Head Start)

B. Relationship to Institutional Mission

- To provide courses, certificates, and associate degree programs that will prepare students to transfer to a four-year college or institution, or immediate employment

C. Similar Programs

- Atlantic Cape Community College – AAS Infant Toddler – Fall 2014
- Passaic County Community College – CDA for Infant/Toddler and Infant/Toddler Credential

III. Student Enrollments

Anticipated enrollments in this new degree option is 25.

IV. Program Resources

- The College has expanded commitment to the preparation of Early Childhood Teacher Candidates and designated a second classroom in the North Hudson facility
- Existing classroom, library and other resources are sufficient to support the program.
- The program coordinator has developed mutually beneficial relationships with members of the Department of Education, The Office of Headstart, and Professional Impact New Jersey

- Additionally, the coordinator will continue to collaborate with four-year colleges to develop dual admission articulation agreements that will ensure smooth transfer to baccalaureate degree program.

V. Degree Requirements (Curriculum design and course descriptions)

ASSOCIATE IN ARTS/LIBERAL ARTS – Infant / Toddler (Birth to 3 years)

*Note the elective recommendations are based on articulation agreements with NJCU only. If you intend to transfer to another institution, please check the receiving institutions' specific requirements

** With careful advisement, it is possible to exit this degree with either an Infant/Toddler CDA or Infant/Toddler Credential in addition to your AA.

** CDA courses must be taken in sequence and as a group. You MAY NOT mix and match with the 200 level content courses

COURSE	CODE	CR		
HCCC REQUIRED COURSE (1 CR)				
College Survival Skills	CSS 100	1		
COMMUNICATIONS (9 CR)				
College Composition I	ENG 101	3		
College Composition II	ENG 102	3		
Speech	ENG 112	3		
MATH/SCIENCE/TECHNOLOGY (12-13 CR)				
Intro to Computers and Computing	CSC 100	3		
Math Elective (*Recommend MAT 100)		3		
Lab Science (*Recommend BIO 107)		3/4		
General Biology	BIO 100	3		
SOCIAL SCIENCE (6 CR)				
Introduction to Psychology	PSY 101	3		
Developmental Psychology I	PSY 211	3		
HUMANITIES (9 CR)				
Humanities Elective I (*Recommend HUM 101)		3		
Humanities Elective II		3		
Humanities Elective III		3		
HISTORY (6 CR)				
History Elective I (*Recommend US 1)		3		
History Elective II (*Recommend US 2)		3		
DIVERSITY (3 CR)				
Diversity Elective (*Recommend INTD 235)		3		
MAJOR REQUIREMENTS (18 CR)				
Intro. to Early Childhood or Workshop 1 Infant Toddler CDA	ECE 201 or CDI 100	3/4	CDA	Credential
Infant/Toddler Curriculum or Workshop 2 Infant/Toddler CDA	ECE 230 or CDI 110	3/4	CDA	Credential
Infant/Toddler Externship or CDA Externship for Infant/Toddler	ECE 241 or CDI 120	3	CDA	Credential
Social/Emotional Development of Infants & Toddlers	ECE ?	3		Credential
Infant/Toddler Health, Safety, Nutrition and Spec. Needs	ECE ?	3		
	TOTAL	61/62		

VI. COURSE DESCRIPTIONS

ECE 201 Introduction to Early Childhood

3 CR

This course is an introduction to the field of early childhood care and education. Core knowledge is introduced in the areas of child development theory, a healthy, safe environment, developmentally appropriate curriculum, child guidance, family relationships, cultural and individual diversity and professionalism. The history, philosophical variations, social, economic and political influences will be studied, as will models of child care and early education and the importance of early childhood education as a part of the whole educational process.

ECE 230 Infant/Toddler Curriculum

3 CR

This course is an introduction to the practice of caring for Infants and Toddlers in a group care setting. Students will become familiar with child development, the role of caregivers, developmentally appropriate curriculum and materials associated with the care of infants and toddlers. Students will explore the importance of developing positive relationships with culturally diverse parents and communities. The course will involve students in observations, group discussions and projects, material making, and reviewing infant and toddler policies and practices. Field work requirement is 12 hours of observations. Pre-requisite: ECE 201

ECE 241 Infant/Toddler Externship

3 CR

This course involves a minimum of six hours a week of fieldwork in early childhood settings addressing the needs of infants and toddlers. This externship is designed to enable students to develop and demonstrate skills in planning and implementing meaningful learning experiences for infants and toddlers. Students are expected to perform the required professional tasks of assisting the head teacher in implementing the center's program and to gradually assume the responsibilities of "group teacher." Under the direction and supervision of an early childhood professional, students plan and implement developmentally appropriate activities as determined by early childhood standards. Students must pass a fingerprinting/background check, tuberculin test, and physical exam as required by the child care center, school, or site where they do their field placement.

ECE 2XX Social/Emotional Development of Infants & Toddlers

3 CR

This course is designed to foster an understanding of how early experiences and relationships impact on the young child's development and learning, in the very critical period from birth to age 3. Principles and practices from the field of Infant Mental Health and Neuroscience, with its new scientific information in the area of early brain development, bring an interdisciplinary perspective to the social/emotional development of a young child and the way the child interacts with his/her world.

ECE 2XX Infant/Toddler Health, Safety, Nutrition and Special Needs

3 CR

This course involves the study of policies, guidelines, and procedures of providing high quality care in safety, health, nutrition, and special needs for children from birth to age three. Topics include creating and maintaining safe indoor/outdoor learning environments, emergency response procedures, promoting health and preventing illnesses, providing and fostering good nutrition, and recognizing, understanding, and supporting children with special needs. Developmentally appropriate materials, practices, and activities will be discussed as they relate to infant toddlers' safety, health, nutrition and needs.



State of New Jersey
DEPARTMENT OF EDUCATION
PO Box 500
TRENTON, NJ 08625-0500

CHRIS CHRISTIE
Governor

KIM GUADAGNO
Lt. Governor

DAVID C. HESPE
Acting Commissioner

October 14, 2014

Community College Colleagues,

As I share some important news with you, I hope that you had a restful summer and that your fall semester has gotten off to a great start.

The Associate Degree for Infant/Toddler Education and Care Certificate, which we have been discussing for the past eighteen/twenty-four months and with your assistance in the development has been approved by the Department of Education, Office of Licensing. I must take this opportunity to thank each of you for your timeless and unselfish contributions to this effort.

A meeting for Community Colleges is scheduled for Friday, October 31st, 1:30pm, Riverview Plaza, Department of Education, Building 300, Trenton, New Jersey. At this meeting Margaret and I hope to outline and promote the roll-out of the Infant/Toddler Degree Program, as well as advise you of additional funding opportunities for your institution. Please make every effort to have a spokesperson from your college attend.

Additional information will be forwarded to you. I look forward to working with you in the future and again, thank you for your contributions.

Sincerely,

A handwritten signature in cursive script, reading "Suzanne S. Burnette".

Suzanne S Burnette
Head Start Collaboration Office

**HUDSON COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES MEETING
November 25, 2014**

X. NEW BUSINESS

- 1. An Agreement to Transition the CarePoint Health-Christ Hospital Nursing Program and Radiography Program to Hudson County Community College**

BACKGROUND

Fourteen years ago, the College initiated co-sponsored cooperative allied health programs with Christ Hospital, Bayonne Hospital, and Saint Francis Hospital. The College continues to co-sponsor these programs with the successor hospital organization, CarePoint.

The College Administration and CarePoint have mutually agreed that these programs should be transitioned to the College and physically relocated from the hospital sites to the Joseph Cundari Center. CarePoint and the College Administration have agreed to the general terms of this transfer and relocation which have been set forth in a non-binding term sheet which is attached. (Attachment A)

RECOMMENDATION

The President and Administration in consultation with the Academic and Student Affairs Committee and with the Capital Projects Committee recommend that the President be authorized to develop and execute a binding agreement according to the stipulations of the term sheet and subject to review of College Counsel.

RESOLUTION

NOW, THEREFORE BE IT RESOLVED that the Board of Trustees approve the recommendation of the President, Administration, Academic Affairs Committee, and Capital Project Committee and authorize the President to develop and execute a binding agreement to transition the CarePoint Health-Christ Hospital Nursing Program and Radiography Program to Hudson County Community College and to relocate these programs from hospital sites to the Joseph Cundari Center, such agreement being subject to review of College Counsel.

INTRODUCED BY: Kevin Callahan

SECONDED BY: Bakari Lee

DATE: November 25, 2014

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

7 Ayes..... 0 Nay

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

Signature of Recorder

Date


Non-Binding Term Sheet
Hudson County Community College / CarePoint Health-Christ
Hospital
October 30, 2014

1. Parties	Hudson County Community College (HCCC) CarePoint Health-Christ Hospital (CarePoint)
2. Description	The intent of this agreement is to transition the CarePoint Health Nursing and Radiography Programs over to Hudson County Community College.
3. Timing	2015-2016
4. Scope	HCCC <ol style="list-style-type: none">1. Apply and receive full accreditation for a Registered Nursing (RN) Program.2. Renovate 870 Bergen Ave (Cundari Facility, approximately 12,000 square feet) to support accreditation and accommodate the RN Nursing Program. Current investment estimate is \$2.60M3. Upon completion of the renovation, allow CarePoint to utilize the Facility for the current CarePoint Nursing Program (target date of September 2015) until HCCC receive full accreditation (target date of September 2016 - Board of Nursing). CarePoint <ol style="list-style-type: none">1. Upon completion of the Cundari renovation project, transfer all equipment and services (at their cost) for the RN program to the renovated facility.2. Practicum activities will continue at the CarePoint Hospitals3. Upon HCCC receiving Board of Nursing approval, at the next starting semester and agreed date, CarePoint will transfer the program over to HCCC.
5. Financial Agreement	HCCC <ol style="list-style-type: none">1. At no rental cost to CarePoint, HCCC will make available the renovated space of Cundari for the transfer of the current CarePoint Nursing Program.2. Invest 50% (1.3 million dollars) of the capital cost and anything above the 2.6 million to complete the renovation project.

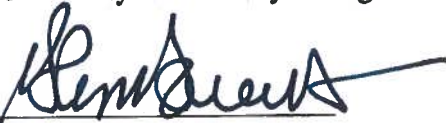
	<ol style="list-style-type: none"> 3. The current tuition reimbursement agreement in place will remain the same for the term of this agreement. 4. All equipment transferred to the renovated facility will become the property of HCCC. 5. HCCC will offer the CarePoint faculty the opportunity to transition over to the HCCC program. <p>CarePoint</p> <ol style="list-style-type: none"> 1. CarePoint will invest 50% (1.3 million dollars) of the capital cost to the renovation cost of the Cundari facility. 2. The current reimbursement agreement in place will remain the same for the term of this agreement. Upon HCCC receiving accreditation, the current financial arrangement will cease. 3. CarePoint will agree that all equipment transferred to the renovated facility will become the property of HCCC. 4. Nursing program scholarships will continue to be supported.
--	--

The parties agree to accept the above terms and conditions and will move forward to execute an agreement that binds.

CarePoint Health-Christ Hospital

By: 
Name: GARY S BRYANT
Title: CFO
Date: 11/20/14

Hudson County Community College

By: 
Name: GLEN GABERT
Title: PRESIDENT
Date: 20 NOVEMBER 2014

**HUDSON COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES MEETING
November 25, 2014**

X. NEW BUSINESS

- 2. Declaration of Intent to Develop Agreements to transfer the Radiography Program from CarePoint to HCCC.**

BACKGROUND

At its March 12, 2013 meeting, the Board of Trustees authorized the implementation of a new degree program, an A.S. degree in radiography, in partnership with Christ Hospital. Christ Hospital has subsequently been acquired by CarePoint, and the program is now offered in partnership with the CarePoint School of Radiography. CarePoint proposes that this program be transferred to the College.

This is a 63 credit degree program offered in collaboration between Hudson County Community College (HCCC) and CarePoint School of Radiography (CPSR). The program includes 33 credits of general education and lab science courses offered through Hudson County Community College and taught by HCCC instructors at hospital locations or on campus, and 30 credits of specialized radiography courses offered through and taught by faculty of CarePoint School of Radiography. Upon completion of total credits, students receive an associate degree in science as well as a certificate in radiography, allowing them to sit for the ARRT national examination.

The CarePoint School of Radiography (professional component), is a 24 month clinical competency based educational program. Radiologic technologists (radiographers) perform diagnostic imaging examinations. Students are taught how to take x-rays of the human body in order to diagnose medical problems. They prepare patients for the x-ray exams by explaining the procedure and positioning them so that the parts of the body can be appropriately radiographed. They are taught how the radiation beam is created; set technical factors in order to produce diagnostic radiographs and how to prevent unnecessary exposure to radiation to both themselves and the patient. Students accomplish this by integrating science and technology and learning how to provide compassionate, caring, and unbiased patient care to people of all ages and backgrounds.

The State of New Jersey Board of Radiologic Technology (Board) requires all students graduating from a Board certified radiography program to successfully demonstrate competency in a minimum of 46 radiological examinations performed on patients prior to graduation. This standard is designed to produce entry level skilled graduates who are clinically competent and practice quality patient care methodologies.

RECOMMENDATION

The Administration and the Academic and Student Affairs Committee recommend that the Board of Trustees authorize the Administration to negotiate a transfer of the Radiography Program to the College and that it be physically relocated to the Joseph Cundari Center.

RESOLUTION

NOW BE IT RESOLVED THAT the Board of Trustees authorizes the development of agreements between the Administration and CarePoint to transfer and relocate to the College the A.S. degree program in radiography currently offered by the CarePoint School of Radiography and further that it directs the Administration to develop and bring to the Board for future consideration resolutions implementing the same.

INTRODUCED BY: William Netchert

SECONDED BY: Bakari Lee

DATE: November 25, 2014

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

7 Ayes..... 0 Nay

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

Signature of Recorder

Date

**HUDSON COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES MEETING
November 25, 2014**

X. NEW BUSINESS

3. Declaration of Intent to Develop an Affiliated 2-Year/4-Year Associate's/Baccalaureate Degree Program with Saint Peter's University

BACKGROUND

Fourteen years ago, the College developed a cooperative associate's degree program in nursing with Christ Hospital, Bayonne Hospital, and Saint Francis Hospital. The program has been continued with CarePoint, the successor organization to these hospitals. Since that time, more than 1,000 persons have completed the program and have gone on to successful careers in nursing or in related professions. Many have also received baccalaureate, master's or doctoral degrees. There are currently over 1000 students enrolled in pre-nursing with ambitions of moving into nursing, and over 200 matriculated in the nursing program. The demand for nurses and persons with related training is strong and is projected to increase.

The administrative leadership at CarePoint and at the College have agreed on the general terms of a systematic transfer of the CarePoint nursing program to the Hudson County Community College over the next two and one half years. Authorization to develop the contract to develop the binding contract to execute these terms is a separate item on this Board agenda.

There is a history of strong partnerships with Saint Peter's College, now Saint Peter's University, since the establishment of the HCCC 40 years ago.

The College seeks formal support of a Declaration of Intent to strengthen existing partnerships related to the nursing program with SPU.

Associate degree programs (like HCCC's) to baccalaureate degree programs (like SPU's) provide an efficient bridge for nurses and nursing students who wish to develop stronger clinical reasoning and analytical skills and to advance their careers. These linked programs are growing in importance since many professional practice settings, including hospitals and academic health centers, now require or prefer the baccalaureate degree for specific nursing roles. Community colleges provide a point of access to a large segment of the community that would otherwise not be able to obtain a nursing education.

The strengthened partnership would include these kinds of elements: joint/simultaneous admission to an AA/BSN degree program; on-site recruitment at both institutions; seamless transition between associate degree and baccalaureate courses; some shared facilities; some shared faculty; HCCC/SPU student access to the libraries and bookstores of both institutions. In addition there could be cost savings to both institutions by avoiding duplication of resources.

RECOMMENDATION

The Administration and the Academic Affairs Committee recommend that the Board of Trustees endorse an expanded partnership in nursing education with Saint Peter's University and also those support activities required to accomplish it.

RESOLUTION

NOW BE IT RESOLVED THAT the Board of Trustees endorses the development of an expanded partnership with Saint Peter's University in nursing education and further that it directs the College Administration to develop and bring to the Board for future consideration resolutions for appropriate programs and support services to implement this partnership.

INTRODUCED BY: Kevin Callahan

SECONDED BY: Karen Fahrenholz

DATE: November 25, 2014

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

7 Ayes..... 0 Nay

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

Jennifer Dady
Signature of Recorder

11-25-14
Date

**HUDSON COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES MEETING
November 25, 2014**

X. NEW BUSINESS

4. Adoption of College Focus Goals for 2015

BACKGROUND

Annually the Administration and Academic and Student Affairs Committee of the Board of Trustees develop focus goals in consultation with the College Council and other members of the college community. These goals are intended to set priorities for the institution for the coming year.

RECOMMENDATION

The Academic and Student Affairs Committee and the College Administration recommend the adoption of the following focus goals for 2015.

**Hudson County Community College
Focus Goals - 2015**

1. *Several areas within the College have developed effective strategic plans. This was acknowledged by the Middle States Association in conjunction with the Periodic Review Process. At the same time it was determined that there is a need to better coordinate these separate plans and develop one comprehensive and long range strategic plan for the College with the assistance of an external consultant. The final plan should include projections for five years and include processes and procedures for on-going evaluation and up-dating. At least these elements should be reflected in the final plan:*
 - a. *A statistically based and aggressive enrollment management plan that reflects the current environment and opportunities afforded by ongoing campus development.*
 - b. *A comprehensive plan for student success, reflecting national trends and the work done by the New Jersey Council of County Colleges and building on the platform and component programs already in place, with measurable goals and timetables.*
 - c. *A plan for the expansion of community education that would include: making maximum use of the programming platform provided by the college art collection; a feasibility study for the establishment of a local history center on campus; and the promotion and expansion of the College's role as a nexus for public service programming.*
 - d. *A business plan for on-line instruction including facilities needs, budgets, staffing and programming.*
 - e. *An updated and comprehensive marketing plan that would not only reflect credit enrollment management, but also non-credit programming, community services, institutional image and brand.*
 - f. *An updated facilities master plan compatible with the College's strategic plan and complying with documentation requirements for Chapter 12 funding eligibility.*
2. *The North Hudson Higher Education Center is currently designated as an "attendance center" by the Middle States Association. The College should pursue branch campus designation by the Middle States Association for the North Hudson Higher Education Center by filing a substantive change application by the established deadline thereby permitting complete degree programs to be offered in Union City.*

3. The College has become a complex business operation, and HCCC should develop and implement updated policies and procedures to centralize contract management, purchasing and accounts payable/receivable services.
4. Funding has been secured from the County and State for a new science, technology, engineering and math (STEM) facility in Journal Square. The College should complete planning and development for a new STEM facility and begin construction.
5. Funding has been identified to relocate and enlarge the College Bookstore at 162 Sip. This project should be completed.
6. Funding has been identified for an expanded and improved area to be used for tutoring and other academic support functions. The College should complete and open the Abigail Douglas-Johnson Academic Support Center in the Library Building.
7. The College currently supports strong programming in allied health. The College should develop and enter into partnerships with CarePoint Hospital and Saint Peter's University to expand and strengthen existing programs.
8. Funding has been identified to develop laboratory and teaching space on the Journal Square Campus for strengthened allied health programs. The College should develop and complete plans to modify the Joseph Cundari Building into a state-of-the-art allied health facility.
9. Allied health and STEM are projected growth areas. Initiate a two year planning and development process for allied health and STEM programs that would not only reflect the opportunities afforded by the new science building but also changes that are occurring in allied health education and the delivery of health services in the County.
10. The College's programs and services related to career counseling are decentralized. HCCC should establish a career development center with an appropriate business plan.

RESOLUTION

NOW THEREFORE BE IT RESOLVED that the Board of Trustees approve the recommendation of the Academic and Student Affairs Committee and the Administration to adopt the Focus Goals for calendar year 2015 as outlined above.

INTRODUCED BY: Karen Fahrenholz

SECONDED BY: Bakari Lee

DATE: November 25, 2014

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

7 Ayes..... 0 Nay

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

Signature of Recorder

Date

Jennifer Oakley 11-25-14

**HUDSON COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES MEETING
November 25, 2014**

X. NEW BUSINESS

5. Middle States Commission on Higher Education Action Notification of Accreditation Status

BACKGROUND

The College was required to submit its routine Periodic Review Report to the Middle States Commission on Higher Education in the spring, 2014 and the mid-point between the ten year self-study/site visit. That Report was duly filed and sent to reviewers appointed by the Commission. At its meeting on November 20, 2014, the Commission formally accepted the findings of the reviewers and voted to sustain the accreditation of the Hudson County Community College without reservations. The College is requested to submit a routine report on the status of strategic planning activities on or before April 1, 2016.

RECOMMENDATION

The President and Administration recommend that the Board of Trustees accept the formal letter of notification from the Middle States Commission on Higher Education dated November 21, 2014 and the accompanying Statement of Accreditation Status which are attached.

RESOLUTION

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees that the College accept the formal letter of notification from the Middle State Commission on Higher Education dated November 21, 2014 and the accompanying Statement of Accreditation Status.

INTRODUCED BY: Joanne Kosakowski

SECONDED BY: Harold Stahl

DATE: November 25, 2014

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

7 Ayes..... 0 Nay

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

Joanne Kosakowski
Signature of Recorder

11-25-14
Date



Middle States Commission on Higher Education

3624 Market Street, Philadelphia, PA 19104-2680

Phone: 267-284-5000 Fax: 215-662-5501 www.msche.org

November 21, 2014

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

Dear Dr. Gabert:

At its session on November 20, 2014, the Middle States Commission on Higher Education acted:

To accept the Periodic Review Report, to reaffirm accreditation, and to recognize the institution for progress to date. To request a monitoring report, due April 1, 2016, documenting further development and implementation of (1) a strategic planning process with goals that are clearly stated, reflect conclusions drawn from assessment results, are linked to mission, and are used for planning and resource allocation (Standard 2); and (2) an organized and sustainable process to assess the achievement of institutional effectiveness and program level student learning outcomes, with evidence that assessment information is used to evaluate the total range of programs and services and to improve teaching and learning (Standards 7 and 14). The next evaluation visit is scheduled for 2018-2019.

Enclosed for your information is a copy of the Statement of Accreditation Status for your institution. The Statement of Accreditation Status (SAS) provides important basic information about the institution and its affiliation with the Commission, and it is made available to the public in the Directory of Members and Candidates on the Commission's website at www.msche.org. Accreditation applies to the institution as detailed in the SAS; institutional information is derived from data provided by the institution through annual reporting and from Commission actions. If any of the institutional information is incorrect, please contact the Commission as soon as possible.

Please check to ensure that published references to your institution's accredited status (catalog, other publications, web page) include the full name, address, and telephone number of the accrediting agency. Further guidance is provided in the Commission's policy statement *Advertising, Student Recruitment, and Representation of Accredited Status*. If the action for your institution includes preparation of a progress report, monitoring report or supplemental report, please see our policy statement on *Follow-up Reports and Visits*. Both policies can be obtained from our website.

Dr. Glen E. Gabert – Page 2

Please be assured of the continuing interest of the Commission on Higher Education in the well-being of Hudson County Community College. If any further clarification is needed regarding the SAS or other items in this letter, please feel free to contact Dr. Debra G. Klinman, Vice President.

Sincerely,

A handwritten signature in black ink, appearing to read "Gary Wirt", with a long horizontal flourish extending to the right.

Gary L. Wirt, Ed.D.
Vice Chair



MIDDLE STATES COMMISSION ON HIGHER EDUCATION

3624 Market Street, Philadelphia, PA 19104-2680. Tel: 267-284-5000. Fax: 215-662-5501
www.msche.org

STATEMENT OF ACCREDITATION STATUS

HUDSON COUNTY COMMUNITY COLLEGE

25 Journal Square

Jersey City, NJ 07306

Phone: (201) 714-7100; Fax: (201) 656-1799

www.hccc.edu

Chief Executive Officer: Dr. Glen E. Gabert, President

INSTITUTIONAL INFORMATION

Enrollment (Headcount): 9036 Undergraduate

Control: Public

Affiliation: Government-State and Local - State of New Jersey and Hudson County

Carnegie Classification: Associate's - Public Urban-serving Single Campus

Degrees Offered: Postsecondary Certificate (< 1 year), Associate's;

Distance Education Programs: Not Approved

Accreditors Recognized by U.S. Secretary of Education: Accreditation Commission for Education in Nursing, Inc.

Other Accreditors: Accrediting Commission of the American Culinary Federation Educational Institute (ACFEI); Technology Accreditation Commission of the Accreditation Board of Engineering Technology; Committee on Accreditation of Respiratory Care (CoARC)

Instructional Locations

Branch Campuses: None

Additional Locations: None

Other Instructional Sites: Bayonne High School Site, Bayonne, NJ; Bayonne Medical Center, Bayonne, NJ; CarePoint, Jersey City, NJ; County Prep High School, Jersey City, NJ; Harrison High School, Harrison, NJ; Hi Tech Hudson County School, North Bergen, NJ; Hoboken High School Site, Hoboken, NJ; Jersey City Medical Center, Jersey City, NJ; Kearny High School Site, Kearny, NJ; Memorial High School, West New York, NJ; New Jersey City University, Jersey City, NJ; North Hudson Higher Education Center, Union City, NJ; St. Peter's University, Jersey City, NJ; Union City High School, Jersey City, NJ.

ACCREDITATION INFORMATION

Status: Member since 1981

Last Reaffirmed: November 20, 2014

Most Recent Commission Action:

November 20, 2014: To accept the Periodic Review Report, to reaffirm accreditation, and to recognize the institution for progress to date. To request a monitoring report, due April 1, 2016, documenting further development and implementation of (1) a strategic planning process with goals that are clearly stated, reflect conclusions drawn from assessment results, are linked to mission, and are used for planning and resource allocation (Standard 2); and (2) an organized and sustainable process to assess the achievement of institutional effectiveness and program level student learning outcomes, with evidence that assessment information is used to evaluate the total range of programs and services and to improve teaching and learning (Standards 7 and 14). The next evaluation visit is scheduled for 2018-2019.

Brief History Since Last Comprehensive Evaluation:

November 19, 2009: To thank the institution for receiving the Commission's representatives and to accept the monitoring report. To remove the warning, and to reaffirm accreditation. To request a progress letter, due April 1, 2011 documenting procedures for the periodic assessment of the integrity evidenced in institutional policies, processes, practices, and the manner in which they are implemented. The Periodic Review Report is now due June 1, 2014

June 23, 2011: To accept the progress report. The Periodic Review Report is due June 1, 2014.

Next Self-Study Evaluation: 2018 - 2019

Next Periodic Review Report: 2024

Date Printed: November 21, 2014

DEFINITIONS

Branch Campus - A location of an institution that is geographically apart and independent of the main campus of the institution. The location is independent if the location: offers courses in educational programs leading to a degree, certificate, or other recognized educational credential; has its own faculty and administrative or supervisory organization; and has its own budgetary and hiring authority.

Additional Location - A location, other than a branch campus, that is geographically apart from the main campus and at which the institution offers at least 50 percent of an educational program. **ANYA** ("Approved but Not Yet Active") indicates that the location is included within the scope of accreditation but has not yet begun to offer courses. This designation is removed after the Commission receives notification that courses have begun at this location.

Other Instructional Sites - A location, other than a branch campus or additional location, at which the institution offers one or more courses for credit.

Distance Education Programs - Fully Approved, Approved (one program approved) or Not Approved indicates whether or not the institution has been approved to offer diploma/certificate/degree programs via distance education (programs for which students could meet 50% or more of the requirements of the program by taking distance education

courses). Per the Commission's Substantive Change policy, Commission approval of the first two Distance Education programs is required to be "Fully Approved." If only one program is approved by the Commission, the specific name of the program will be listed in parentheses after "Approved."

EXPLANATION OF COMMISSION ACTIONS

An institution's accreditation continues unless it is explicitly suspended or removed. In addition to reviewing the institution's accreditation status at least every 5 years, actions are taken for substantive changes (such as a new degree or geographic site, or a change of ownership) or when other events occur that require review for continued compliance. Any type of report or visit required by the Commission is reviewed and voted on by the Commission after it is completed.

In increasing order of seriousness, a report by an institution to the Commission may be accepted, acknowledged, or rejected.

Levels of Actions:

Grant or Re-Affirm Accreditation without follow-up

Defer a decision on initial accreditation: The institution shows promise but the evaluation team has identified issues of concern and recommends that the institution be given a specified time period to address those concerns.

Postpone a decision on (reaffirmation of) accreditation: The Commission has determined that there is insufficient information to substantiate institutional compliance with one or more standards.

Continue accreditation: A delay of up to one year may be granted to ensure a current and accurate representation of the institution or in the event of circumstances beyond the institution's control (natural disaster, U.S. State Department travel warnings, etc.)

Recommendations to be addressed in the next Periodic Review Report: Suggestions for improvement are given, but no follow-up is needed for compliance.

Supplemental Information Report: This is required when a decision is postponed and are intended only to allow the institution to provide further information, not to give the institution time to formulate plans or initiate remedial action.

Progress report: The Commission needs assurance that the institution is carrying out activities that were planned or were being implemented at the time of a report or on-site visit.

Monitoring report: There is a potential for the institution to become non-compliant with MSCHE standards; issues are more complex or more numerous; or issues require a substantive, detailed report. A visit may or may not be required.

Warning: The Commission acts to Warn an institution that its accreditation may be in jeopardy when the institution is not in compliance with one or more Commission standards and a follow-up report, called a monitoring report, is required to demonstrate that the institution has made appropriate improvements to bring itself into compliance. Warning indicates that the Commission believes that, although the institution is out of compliance, the institution has the capacity to make appropriate improvements within a reasonable period of time and the institution has the capacity to sustain itself in the long term.

Probation: The Commission places an institution on Probation when, in the Commission's judgment, the institution is not in compliance with one or more Commission standards and that the non-compliance is sufficiently serious, extensive, or acute that it raises concern about one or more of the following:

- I. the adequacy of the education provided by the institution;

2. the institution's capacity to make appropriate improvements in a timely fashion; or
3. the institution's capacity to sustain itself in the long term.

Probation is often, but need not always be, preceded by an action of Warning or Postponement. If the Commission had previously postponed a decision or placed the institution on Warning, the Commission may place the institution on Probation if it determines that the institution has failed to address satisfactorily the Commission's concerns in the prior action of postponement or warning regarding compliance with Commission standards. This action is accompanied by a request for a monitoring report, and a special visit follows. Probation may, but need not always, precede an action of Show Cause.

Suspend accreditation: Accreditation has been Continued for one year and an appropriate evaluation is not possible. This is a procedural action that would result in Removal of Accreditation if accreditation cannot be reaffirmed within the period of suspension.

Show cause why the institution's accreditation should not be removed: The institution is required to present its case for accreditation by means of a substantive report and/or an on-site evaluation. A "Public Disclosure Statement" is issued by the Commission.

Remove accreditation. If the institution appeals this action, its accreditation remains in effect until the appeal is completed.

Other actions are described in the Commission policy, "Range of Commission Actions on Accreditation."

**HUDSON COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES MEETING
November 25, 2014**

X. NEW BUSINESS

6. Award for Architectural/Engineering Firm for the Follett Bookstore at 162 Sip Avenue

REPORT/BACKGROUND:

There is a need to relocate and expand the College's Bookstore to 162 Sip Avenue. Di Cara Rubino Architects of Wayne, New Jersey is the professional services Architectural firm that developed the phase one programming and chosen firm to complete detailed design and bid documentation, including plans, bidding documents, attending all meetings; review all bids and provide analysis of bids to the Owner. Attend all meetings and Develop complete document. Note: Di Cara Rubino Architects was chosen via the New Jersey State statute 18A:64A-25.5 (Professional Services).

The Vice President of Administrative Services recommends this award.

RECOMMENATION:

The President and the Administration recommend that the Board of Trustees approve Di Cara Rubino Architects of Wayne, New Jersey as the architectural firm on the Bookstore relocation project at a cost of \$115,000.00 to be funded from the Operating Budget and Chapter 12 Budget.

RESOLUTION

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees approve Di Cara Rubino Architects of Wayne, New Jersey as the architectural firm on the Bookstore relocation project at a cost of \$115,000.00 to be funded from the Operating Budget and Chapter 12 Budget.

INTRODUCED BY: William Netchert

SECONDED BY: Karen Fahrenholz

DATE: November 25, 2014

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

7 Ayes..... 0 Nay

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

Jennifer Oakley
Signature of Recorder

11-25-14
Date

**HUDSON COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES MEETING
November 25, 2014**

X. NEW BUSINESS

7. Award for Architectural/Engineering Firm for the Construction of the Carepoint Nursing Program in the Cundari Building

REPORT/BACKGROUND:

There is a need for construction that is necessary for the Carepoint Nursing Program to be housed on the first floor of the Cundari Building, 870 Bergen Avenue, Jersey City, New Jersey. The proposed size of the overall project is approximately 12,100 square feet. Di Cara Rubino Architects of Wayne, New Jersey is the chosen Architectural/Engineering firm to develop base plan, prepare design development documents consisting of plans incorporating the scope work. Develop estimates of probable cost; develop project schedule and phasing requirements for this project, including plans, bidding documents, attending all meetings; review all bids and provide analysis of bids to the Owner. ; Develop complete document Note: Di Cara Rubino Architects was chosen via the New Jersey State statute 18A:64A-25.5 (Professional Services).

The Vice President of Administrative Services recommends this award.

RECOMMENATION:

The President and the Administration recommend that the Board of Trustees approve Di Cara Rubino Architects of Wayne, New Jersey as the architectural firm for the construction design of the Carepoint Nursing Program in the Cundari Building at a cost of \$185,000.00 to be funded from the Operating Budget and Chapter 12 Budget.

RESOLUTION

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees approve Di Cara Rubino Architects of Wayne, New Jersey as the architectural firm for the construction design of the Carepoint Nursing Program in the Cundari Building at a cost of \$185,000.00 to be funded from the Operating Budget and Chapter 12 Budget.

INTRODUCED BY: Bakari Lee

SECONDED BY: Joanne Kosakowski

DATE: November 25, 2014

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

7 Ayes..... 0 Nay

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

Jennifer Oakley
Signature of Recorder

11-25-14
Date

**HUDSON COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES MEETING
November 25, 2014**

X. NEW BUSINESS

8. RESOLUTION TO RENEW PRESIDENT'S CONTRACT

WHEREAS, the Hudson County Community College Executive Committee has reviewed the current contract with the President and has recommended that this contract be extended for three years; and

WHEREAS, the College has determined that the contract with the President shall be in accordance with the terms and conditions as provided by the College Executive Committee; and

WHEREAS, the College shall extend the President's contract until December 31, 2017.

NOW THEREFORE BE IT RESOLVED, that the Board of Trustees does hereby authorize the College Counsel to prepare a new employment contract for the President reflecting this extension and the terms and conditions recommended by the Executive Committee. The contract shall commence on January 1, 2015 and end on December 31, 2017.

BE IT FURTHER RESOLVED, that the President's contract is hereby extended until December 31, 2017.

INTRODUCED BY: Bakari Lee

SECONDED BY: William Netchert

DATE: November 25, 2014

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

7 Ayes..... 0 Nay

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

Jennifer D. Kelly
Signature of Recorder

11-25-14
Date

**HUDSON COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES MEETING
November 25, 2014**

XI. ADJOURNMENT

THAT, the meeting be adjourned at 5:40 P.M.

INTRODUCED BY: Karen Fahrenholz

SECONDED BY: Bakari Lee

DATE: November 25, 2014

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

7 Ayes..... 0 Nay

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

Jennifer Kelly
Signature of Recorder

11-25-14
Date