

Office of the President  
70 Sip Avenue  
Jersey City, New Jersey



**Summary of Proceedings at the  
Meeting of the Board of Trustees  
February 20, 2018  
5:00 p.m.  
Library Building, 71 Sip Avenue  
Jersey City, New Jersey**

**Trustees present were:** Karen A. Fahrenholz (Secretary/Treasurer) via conference call; Dr. Glen Gabert (ex officio); Pamela Gardner, Roberta Kenny; Joanne Kosakowski; Bakari Gerald Lee (Vice Chair); William Netchert (Chairman); Hamza Saleem, Harold Stahl.

**Trustees absent:** Kevin Callan; Jeanette Peña; Adrienne Sires

Trustee Bakari Lee, Vice Chair, Presidential Search Advisory Committee, read the following statement on behalf of Committee Chair, Trustee Kevin Callahan, updating the College community on the Presidential Search process and reporting that the Executive Committee had extended an invitation to Ferdinand Orock, Associate Professor of STEM and President of the Faculty Professional Association, to join the Presidential Search Advisory Committee:

We are pleased to inform the College Community that we are right on track with the presidential search for our next president. The position has been posted in numerous higher education publications including the Chronicle of Higher Education, Diverse Issues in Higher Education, Hispanic Outlook, Inside Higher Education. Outreach for nominations and expressions of interest has been distributed and broadcasted to an extensive network of higher education leaders throughout the country. The national recruitment effort to ensure a rich pool of highly qualified candidates continues. Please go to the College's website to read the presidential profile, timeline, and information on how to apply. We appreciate the commitment and support from the College community to conduct a fair, inclusive, and equitable search and to honor the need for confidentiality.

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In that spirit, we are pleased to inform the College community that the Executive Committee has extended an invitation to Ferdinand Orock, Associate Professor of STEM and President of the Faculty Professional Association to join the Presidential Search Advisory Committee. All the members of the Presidential Search Advisory Committee join me in welcoming Professor Orock. We have made arrangements for Professor Orock to receive an orientation and to fully participate in all the work of the Presidential Search Advisory Committee.

We thank the College Community for their input and support.

### **Comments from the Public:**

Michael Ferlise, Instructor, Sociology, read a statement from a number of faculty members regarding the Presidential Search process. (Attached)

### **Awards, Recognitions and Special Reports:**

1. President Gabert commented on the calendar established for the presidential search. He said that, while he was not involved in the process personally, the process and calendar followed customary practices and timelines. He suggested that those with concerns about the timeline could refer to the Chronicle of Higher Education or other periodicals and websites to see that this is the case.
2. John Marlin, Dean of Instruction, STEM, introduced the following five faculty members who received tenure and read their bios. (Attached)

Antonio Acevedo	Instructor of History
Azhar Mahmood	Instructor of Chemistry
Jerry Lamb	Instructor of Criminal Justice
Joseph Gallo	Instructor of Theatre Arts
Lester McRae	Instructor of Accounting

3. Chairman Netchert congratulated the faculty and said that they are the future of Hudson County Community College. President Gabert also extended his congratulations and stated that this is a real legacy.
4. President Gabert reported that Dr. DeRionne Polard (President, Montgomery College) has been assigned as the Chair of the Middle States Visitation Team for HCCC.
5. Trustee Lee reported that there was great feedback from the recent ACCT National Legislative Summit. He said that as the immediate past Chair of AACC, one of the things he created was the Student Trustee Advisory Committee which consisted of 15 student trustees from across the country. He thanked Hamza Saleem, Trustee Alumni Representative

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Trustee Alumni Representative Hamza Saleem shared his experience while attending the ACCT Conference. It entailed meetings with Senator Cory Booker as well as with other senators and congressmen, touching on students' concerns such as affordable tuition/books and DACA.

6. Middle States Update (Attached)

The trustees approved the **minutes of the regular Meeting** of January 16, 2018.

The following actions were taken concerning **fiscal, administrative, lease and capital recommendations** brought forward by the Administration and endorsed by the Finance Committee:

1. The Architect/Engineering Service Extension for DiCara Rubino for the Student Union Project at 81 Sip Avenue was approved at a cost not to exceed \$63,600.00.
2. The Budget for the 81 Sip Ave Renovation was approved.
3. Award Of Professional Services Contract for Program Verification & Schematic Design, Design Development, Construction Documents and Construction Phase Administrative Services for Phase One of The New Journal Square Campus Tower, 13-21 Jones Street/12-16 Enos Place, Jersey City was awarded to NK Architects of Morristown, New Jersey, at a total cost not to exceed \$1,887,000.00.
4. The Affiliation Agreement between HCCC and the County of Hudson for Student Externships for the Criminal Justice Program was approved. The anticipated term is for two years, commencing on January 1, 2018.
5. The Articulation Agreement between HCCC and Fairleigh Dickinson University was approved. The anticipated term is for two years, commencing on January 1, 2018.
6. The award for a Personnel Search Agency for Dean of Libraries was awarded to Association of Community College Trustees (ACCT) of Washington, DC, at a total cost not to exceed \$21,000.00.
7. The Purchase of Instructional Technology was awarded to Laerdal, Inc. of Wappinger Falls, New York, at a total cost not to exceed \$39,286.00.
8. The Purchase of Instructional X-Ray Technology for Radiography Lab was awarded to Supertech, of Elkhart, Indiana, at a total cost not to exceed \$22,785.00.
9. The Annual Commencement Formal Dinner for Graduates at Liberty House Restaurant, Jersey City, New Jersey, scheduled for May 15, 2018, was approved at a total cost not to exceed \$18,031.60.

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10. The Printing Services for the 2018 Yearbook was awarded to Herff Jones of Glen Rock, New Jersey, at a total cost not to exceed \$27,467.00.
11. The Purchase of Culinary Equipment was awarded to Map International at a total cost not to exceed \$31,587.00.
12. The Articulation Agreement between HCCC and Newark Beth Israel Medical Center (an affiliate of RWJBarnabas Health, Inc.) was approved. The anticipated term is for two years commencing on January 1, 2018 and will remain in effect until December 31, 2020.
13. The Award of Energy Services for the College through the NJ County College Purchasing Consortium Energy was awarded to Direct Energy for a period of two years.
14. The Purchase of New Dell Computers for Accounting Lab was awarded to Dell (NJ State Contract#: 89967) at a total cost not to exceed \$46,830.00.
15. The Purchase of New Dell Computers for Computer Science Lab was awarded to Dell (NJ State Contract#: 89967) at a total cost not to exceed \$40,326.00.
16. The Award for Temporary Staffing for Human Resources Department was awarded to Office Team at a total cost not to exceed \$45,000.00.
17. The Award to Purchase Culinary Equipment was awarded to M.Tucker, Co. of Paterson, New Jersey, at a total cost not to exceed \$18,647.00.
18. The Purchase of Exercise Physiology Equipment and Related Software was awarded to iworks, of Dover, New Jersey, at a total cost not to exceed \$25,440.00.
19. The Purchase Order Increase for vendor Advanced Scaffold for scaffolding services for 25 Pathside was approved at a total cost not to exceed \$30,600.00.
20. The Award of Interpreting and Translation Services for Students was awarded to Natural Languages, of Newark, New Jersey, anticipated term is until the end of FY18, at a total cost not to exceed \$60,000.00.
21. The Award for the Replacement of Signage and Light Fixture at the North Hudson Campus was awarded to Elite Signs & Graphics, of Monmouth Junction, New Jersey, at a total cost not to exceed \$21,842.00.

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The following actions were taken regarding **personnel recommendations** brought forward by the Administration and endorsed by the Personnel Committee:

1. Retirement of the President as of June 30, 2018 was accepted.  
  
The Chairman of the Board in consultation with the Executive Committee is authorized to negotiate a separation agreement with the President.
2. The Retirements of a Custodial Worker; President of HCCC; and Student Accounts Coordinator were accepted.
3. The Resignations of a Manager of Web and Portal Services; Director of Contracts and Procurement; and Assistant Chief Information Officer were accepted.
4. The Termination of an Assistant Register was approved.
5. Staff was appointed to the Full-Time Position of Interim Associate Dean, STEM.
6. Appointment of Temporary Full-Time Staff September 5, 2017 through June 30, 2019.

<u>Name</u>	<u>Title</u>
Carol Fasano	Director of Nursing
Katherine Vargo	Coordinator of Testing
Kathleen Rodriguez	Administrative Assistant of Radiography
Lisa Cieckiewicz-McCall	Coordinator, Nursing Program
Suzanne Novy	Director of Radiography
Suzette Samson	Recruitment Specialist
Lori Ann Vega	Administrative Assistant

7. Tenure Appointments – Effective Academic Year 2018-2019

<u>Name</u>	<u>Title</u>
Antonio Acevedo	Instructor of History
Azhar Mahmood	Instructor of Chemistry
Jerry Lamb	Instructor of Criminal Justice
Joseph Gallo	Instructor of Theatre Arts
Lester McRae	Instructor of Accounting

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8. Staff were appointed to the following Temporary Full-Time Assignments: Assistant to the Registrar; and Program Assistant.
9. Staff were appointed to the following Temporary Full-Time Faculty Assignments, January 22 – May 31, 2018.

<u>Name</u>	<u>Title</u>
Eric Adamson	Instructor, English
Nasar Albarghouthi	Instructor, Accounting
Mohammad Suhail Butt	Instructor, Chemistry
Leonel Destin	Instructor, Biology
Carlos Abel Gomez	Instructor, Chemistry
Walter Lindsey	Instructor, English

10. Appointment of Additional New & Continuing Part-time Hires: February 20 – June 30, 2018
11. Appointment of Additional New Hire Adjuncts Spring 2018.
12. Collective Bargaining Agreement Proposal between Hudson County Community College and the Hudson County Community College Support Staff Federation, July 1, 2017- June 30, 2018.

The following actions were taken concerning **academic affairs**:

1. Proposed New Academic Program Option to Existing Degree (Addictions Counseling Option to existing AS Human Services Pre-Social Work (62 credits) and Proposed Change in Nomenclature to Existing Academic Certificate in Medical Coding to Academic Certificate in Medical Billing and Coding (35 credits) were approved.
2. The Academic Calendar AY 2018-2019 was approved.

The following actions were taken concerning **new business**:

1. Naming the Main Dining Room at the Culinary Arts Institute in Honor of Joseph D. Sansone was approved.
2. The Resolution Rejecting All Bids for the Award of Contract for Student Union Center Interior Renovations at 81 Sip Avenue, Jersey City, New Jersey (DiCara Rubino Project #3297) was approved.

The **meeting was adjourned** at 5:40 pm.

The minutes of the Board of Trustees Meeting, upon approval, are available in the College Library, the President's Office and on the College website.