

**Summary of Proceedings at the
Meeting of the Board of Trustees**

March 13, 2018

5:00 p.m.

Mary T. Norton Room

70 Sip Avenue, Jersey City, New Jersey

Trustees present were: Kevin Callan; Karen A. Fahrenholz (Secretary/Treasurer) via conference call; Dr. Glen Gabert (ex officio); Roberta Kenny; Joanne Kosakowski; Bakari Gerald Lee (Vice Chair); William Netchert (Chairman); Jeanette Peña; Hamza Saleem.

Trustees absent: Pamela Gardner; Adrienne Sires, Harold Stahl.

Chairman Netchert made a motion to go into closed session to discuss litigation after the meeting was adjourned.

Comments from the Public:

1. Denise Rossilli, Chair of the All College Council (ACC), commented on a governance recommendation that was included on the action agenda for the Board meeting: "Proposed Revision to Grade Point Average Weighting Policy". She also described how the ACC provided an opportunity for all members of the College community (faculty, non-faculty and students) to join in on discussions of procedures, policies and important issues at the College. She said that significant numbers of staff participated through the various committees of the ACC and also at general sessions.

Awards, Recognitions and Special Reports:

1. Trustee Kevin Callahan, Chair of the Presidential Search Advisory Committee, provided an update on the search process.

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He said the process was on schedule, that there had been significant response to recruitment efforts, initial interviews would be by video conference and would include candidates from across the country, and that some would be selected from this group for follow-up face-to-face interviews by the Advisory Committee. From this pool, finalist candidates would be identified for campus interviews that would provide opportunities for members of the College community and other stakeholders to participate in the process. Callahan also thanked the members of the Committee for their commitment.

2. Paula Pando, Senior Vice President, North Hudson Campus and Student and Educational Support Services, said that the College's Decennial Self-Study process was on track and on schedule. She made reference to the following update.
 - On February 14, the Steering Committee met for their regular monthly meeting to discuss issues and go over any questions.
 - The second draft of the Standard chapters is due on March 21. The Co-chairs, Ellen Renaud and Professor Cathie Seidman, and Dr. Jerry Trombella, Dean of Institutional Research, will review the chapters and meet with the Steering Committee Chairs in April to suggest changes or revisions.
 - Dr. DeRionne Pollard, President of Montgomery College, was named as Chair of the Middle States Visitation team.

The trustees approved the **minutes of the regular Meeting** of February 20, 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 Resolution Authorizing HCCC to Secure Funding in Order to Continue to Develop Property in the Journal Square Area for Permanent Use by the College was approved.
2. The Audit for FY2017 conducted by Donohue, Gironda & Doria was accepted.
3. The Tuition Policy for FY2019 was approved.
4. The Purchase of New Dell Computers for the STEM Lab at Journal Square was approved at a cost not to exceed \$34,271.00.
5. The Purchase Order Increase for William J. Guarini for installation of floor drains in the STEM Building was approved for an additional \$4,388.00 for a new total price not to exceed \$20,888.00.

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6. The Affiliation Agreement between CarePoint Health - Bayonne and Hudson County Community College for the Nursing Program for the purposes of clinically educating HCCC students was approved. The anticipated term is two years commencing on September 1, 2018 and terminating August 31, 2020.
7. Affiliation Agreement between CarePoint Health - Christ Hospital and Hudson County Community College for the Nursing Program for the purposes of clinically educating HCCC students was approved. The anticipated term is two years commencing on September 1, 2018 and terminating August 31, 2020.
8. Affiliation Agreement between CarePoint Health - Hoboken University Medical Center and Hudson County Community College for the Nursing Program for the purposes of clinically educating HCCC students was approved. The anticipated term is two years commencing on September 1, 2018 and terminating August 31, 2020.
9. Affiliation Agreement between Peace Care at St. Ann's Home and Hudson County Community College for the Nursing Program for the purposes of clinically educating HCCC students was approved. The anticipated term is two years commencing on September 1, 2018 and terminating August 31, 2020.
10. Affiliation Agreement between AHS Hospital Corporation and Hudson County Community College for the Nursing Program for the purposes of clinically educating HCCC students was approved. The anticipated term is two years commencing on September 1, 2018 and terminating August 31, 2020.
11. Affiliation Agreement between CarePoint Health - Bayonne and Hudson County Community College for the Radiography Program for the purposes of clinically educating HCCC students was approved. The anticipated term is two years commencing on September 1, 2018 and terminating August 31, 2020.
12. Affiliation Agreement between CarePoint Health - Hoboken University Medical Center and Hudson County Community College for the Radiography Program for the purposes of clinically educating HCCC students was approved. The anticipated term is two years commencing on September 1, 2018 and terminating August 31, 2020.
13. Affiliation Agreement between CarePoint Health - Christ Hospital and Hudson County Community College for the Radiography Program for the purposes of clinically educating HCCC students was approved. The anticipated term is two years commencing on September 1, 2018 and terminating August 31, 2020.
14. Affiliation Agreement between Richmond University Medical Center and Hudson County Community College for the Radiography Program for the purposes of clinically educating HCCC students was approved. The anticipated term is two years commencing on September 1, 2018 and terminating August 31, 2020.

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15. Affiliation Agreement between RWJ Barnabas Health Jersey City Medical Center EMS Training Center and Hudson County Community College for the Pre-Hospital Medicine: Paramedic Science Program was approved. The anticipated term is two years commencing September 1, 2018 and terminating August 31, 2020.
16. Affiliation Agreement between Alaris Health at Hamilton Park and Hudson County Community College for the Certified Nurse Aide Training for the purposes of clinically educating HCCC students was approved. The anticipated term is two years commencing September 1, 2018.
17. The Purchase of Instructional Course for use with Laerdal Technology was awarded to Laerdal Inc., at a cost not to exceed \$14,390.00.
18. The Purchase of Instructional Culinary Equipment was awarded to Sam Tell Companies at a cost not to exceed 12,561.00.
19. The Purchase of Instructional Culinary Equipment was awarded to M.Tucker at a cost not to exceed \$6,076.00.
20. Amendment to the Contract for Services with Ellucian to include the services of a Chief Information Officer through June 30, 2019, for a total amount not to exceed \$352,071.24 was approved.

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

1. The resignations of a Career and Transfer Counselor and a Chief Information Officer were accepted.
2. Staff were appointed to the following full-time positions: Associate Dean of Student Success; Student Accounts Coordinator; Admissions Advisor; Dean of Continuing Education/Workforce Development.
3. Staff was appointed to the following Temporary Full-time Assignment: Lecturer, Clinical/Allied Health Specialist.
4. Staff was appointed to the following Temporary Full-time Faculty Assignment: Instructor, Criminal Justice.
5. Appointment of Additional New Part-time Hires: March 13, 2018 – June 30, 2018.
6. Appointment of Additional New Hire Adjuncts Spring 2018.
7. The Collective Bargaining Agreement proposal between Hudson County Community College and the Hudson County Community College Academic Administrative Association was approved.

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8. Salary Adjustments for Confidential Employees were approved.

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

1. The Proposed Revision to Grade Point Average Weighing Policy was approved.
(Attachment)

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

1. The Resolution authorizing the Discontinued Use of Fed Ex Services was approved.
(Attachment)

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

The Trustees went into **Closed Session** and announced that there would be no action taken on items discussed.

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.