

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



**Summary of Proceedings at the  
Regular Meeting of the Board of Trustees  
March 17, 2017  
3:00 p.m.  
Mary T. Norton Room  
70 Sip Avenue, Jersey City, New Jersey**

**Trustees present were:** Kevin Callahan; Dr. Glen Gabert (ex officio); Joanne Kosakowski; Bakari Gerald Lee, (Vice Chair); William Netchert (Chairman); Harold Stahl.

**Trustees not present were:** Karen A. Fahrenholz (Secretary/Treasurer); Roberta Kenny; Jeanette Peña; Adrienne Sires; Jahrell Thompson, Student Alumni Representative.

**Awards, Recognitions and Special Reports:**

1. Dr. Eric Friedman, Senior Vice President for Academic Affairs, introduced the following faculty members recommended for Tenure Appointments – Effective Academic Year 2017-2018. (Attachment)

Alison Bach	Instructor of English
Denise Rossilli	Instructor of Human Services
Johanna Van Gendt	Instructor of ESL

Chairman Netchert congratulated the faculty.

President Gabert thanked Denise Rossilli for the work she does on the All College Council.

The trustees voted to go into **closed session at the end of the meeting.**

The trustees approved the **minutes of the Regular Meeting of February 7, 2017.**

(continued...)

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 Bid Award for Janitorial Supplies was awarded to Term Enterprise/Allen Paper of Morristown, NJ, at a total cost not to exceed \$234,481.05.
2. The Purchase of Epson SureColor F2000 Printer was awarded to IT Supplies, of Rolling Meadows, IL, at a cost not to exceed \$19,802.89.
3. The Affiliation Agreement between North Hudson Community Action Corporation and HCCC for the Medical Assistance Program was approved for a term of two years.
4. The Purchase of Culinary Equipment was awarded to Sysco, of Jersey City, NJ, at a cost not to exceed \$27,794.29.
5. The Purchase of Culinary Equipment Freezer was awarded to Sam Tell Companies, of Farmingdale, NY, at a cost not to exceed \$25,991.67.
6. The Annual Commencement Formal Dinner for Graduates at Liberty House Restaurant in Jersey City NJ, was approved at a cost not to exceed \$20,190.50.
7. The Resolution Authorizing the Transfer of Accreditation of the Radiography Degree Program was accepted.
8. The Resolution Approving a Second Amendment to Lease Agreement Extending the Term of the College's Lease at 26 Journal Square to July 31, 2020 was accepted.
9. The Tuition & Fee Policy FY18 was approved.

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

1. The terminations of an Accountant; and Assistant to the Associate Dean for School & College Relations were approved.
2. The retirements of an Instructor; Assistant Professor; and Professor were accepted.
3. The Resignations of a Counselor; USDOL TAACCT Coordinator, Grant Funded; and EOF Counselor, Grant Funded; were accepted.



4. The following Tenure Appointments-effective Academic Year 2017-2018 were approved:

Alison Bach	Instructor of English
Denise Rossilli	Instructor of Human Services
Johanna Van Gendt	Instructor of ESL

5. Staff were appointed to the following Temporary Full-Time Assignments:  
Assistant to the Associate Dean for School & College Relations; TAACCCT Grant Coordinator.
6. Appointment of Additional New & Continuing Part-Time Hires.
7. Appointment of Additional New Hire Adjuncts Spring 2017.
8. The Modification of Staffing Table for FY 2017 - Effective March 17, 2017.

**ADD TITLE:**

Executive Director of Public Safety

The following action was taken regarding **academic affairs**:

1. The Proposed Two New Academic Programs: 1) Academic Certificate in Supply Chain Management (30 credits); and, 2) Cybersecurity Option to existing AS Computer Science (63 credits) were approved.

The following action was taken regarding **new business**:

1. The Amendment of Staffing Authorization Table/Elimination of the following Job Titles was approved: Administrative Assistant/Human Resources; Assistant to the Associate Dean/School and College Relations; Associate Dean/Academic Affairs; Associate Dean/School and College Relations; Coordinator/Non-Credit Programs (2); Custodial Supervisor; Director/Academic Foundations, Math; Director/Conference Center; Director/ESL/Bilingual Education; Facilities Coordinator; Facilities Worker (2); Human Resources Benefits Manager.

The following announcements were made.

1. Chairman Netchert said that he and President Gabert met with the new trustee Joseph Zarra, Superintendent for Hudson and Essex counties, who replaces trustee Monica Tone.

2. President Gabert announced that former Governor of Vermont Harold Dean has accepted the invitation to be the keynote speaker at Commencement, May 18<sup>th</sup>.

The trustees then went into **closed session** at 3:30 pm to discuss pending litigation.

The trustees came out of closed session at 4:20 pm without taking action.

The **meeting was adjourned** at 4:20 p.m.

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.