

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

April 10, 2018

5:00 p.m.

Mary T. Norton Room

70 Sip Avenue, Jersey City, New Jersey

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

Trustees absent: Jeanette Peña; Adrienne Sires

Chairman Trustee Netchert announced that the Board would go into Closed Session at the end of the meeting to discuss personnel and litigation issues.

Comments from the Public: There were no comments from the Public.

The trustees approved the **minutes of the regular Meeting** of March 13, 2018.

Awards, Recognitions and Special Reports

1. Dr. Eric Friedman, Senior Vice President, Academic Affairs, reported that the nursing accreditation team from ACEN (Accreditation Commission for Education in Nursing), recently on campus, would be recommending accreditation of the HCCC School of Nursing. This would be contingent on ratification at the next meeting of the Nursing Accrediting Association.
2. Dr. Friedman introduced Maria Nieves, President and CEO, Hudson County Chamber of Commerce. Chairman Netchert presented her with a plaque from the College recognizing her leadership and continued support of College programs.

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3. Dr. Andrea Siegel, Coordinator, HCCC Permanent Collection of Art, presented a video about the College Art Collection. The video is accessible by the following link.
<https://www.youtube.com/watch?v=4N8f7NHLabs&feature=youtu.be>
4. Trustee Pamela Gardner distributed materials to Trustees and shared her experience from attending the ACCT Governance Leadership Institute in March.
5. Dr. Gabert commented on the proposed “free tuition” plan that is being proposed in Trenton. He expressed concerns about equity that needed to be addressed by the State in order to make the plan work.
 - a. The State needs to make the general formula for distribution of state aid more fair. HCCC receives \$856 per full-time equivalent student (lowest in New Jersey). One county college gets \$1,461, and the median award is \$1,098.
 - b. Tuition needs to be equalized. At HCCC, the annual cost of tuition and fees is \$4,448 at Hudson. At one nearby college, it is \$9,590. The State median is \$5,499.
 - c. Applying the State program after all other financial aid is prejudicial to HCCC students, about eighty percent of whom receive Pell or some other support.

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 Award of Exterminating Services for Facilities Department was awarded to Bayonne Exterminating of Bayonne, New Jersey, at a cost not to exceed \$30,000.00.
2. The Award to Purchase Climate Control Services and HVAC Services for the College was awarded to Automated Building Controls at a cost not to exceed \$35,000.00.
3. The Award to Purchase Furnishings for the Foundation Learning Institute was awarded to Commercial Furniture Interiors of Mountainside, New Jersey, NJ State Contract#: 81711, at a cost not to exceed \$22,227.00.
4. The Award to Purchase Accuplacer Exams for Fiscal Year 2018 was awarded to College Board of New York at a cost not to exceed \$1.95 per unit.
5. The Award of Contract for Commissioning Services was awarded to Wick Fisher White (“WFW”) of Philadelphia, Pennsylvania, at a cost not to exceed \$42,500.00, subject to the execution of a contract between the parties.

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6. The Award of Security Services Rate Increase was awarded to extend the College's contract with U.S. Security Services Associates, Inc. on a month-to-month basis.
7. The Award for New Electronic Whiteboards and Projectors for the English Department was awarded to Office Business Systems of Lincoln Park, New Jersey, (NJ State Contract#: 83896), at a cost not to exceed \$10,444.00.
8. The Policy for HCCC Fees for Fiscal Year 2019 was approved. (Attachment)
9. The Award of Tsigonia Paint Sales for Maintenance Department was awarded to Tsigonia Paint Sales of Jersey City, New Jersey, at a cost not to exceed \$35,000.00.
10. The Purchase of New Dell Computers for the Foundational Learning Institute (North Hudson Campus) was awarded to Dell (NJ State Contract#: 89967), at a cost not to exceed \$33,772.00.
11. The Purchase of New Dell Computers for the Foundational Learning Institute (Journal Square Campus) was awarded to Dell (NJ State Contract#: 89967), at a cost not to exceed \$27,017.00.
12. The Purchase of New Dell Computers for the Foundational Learning Institute (Journal Square Campus) was awarded to Dell (NJ State Contract#: 89967), at a cost not to exceed \$8,588.00.
13. The Purchase of New Dell Computers for the Foundational Learning Institute North Hudson Campus) was awarded to Dell (NJ State Contract#: 89967), at a cost not to exceed \$76,466.00.
14. The Authorization for Hudson County Community College to Enter into a Cooperative Pricing Agreement with the Lead Agency for the provision and performance of goods and services was approved.

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

1. The resignation of an Admissions Recruiter was accepted.
2. Staff were appointed to the following full-time positions: Program Assistant, Academic Affairs; Director of Curriculum; Library Associate, Technology; Head Tutor, North Hudson Campus.
3. Change of Title for Incumbent Employees was approved.

FROM: Interim Assistant Director, Continuing Education and Workforce Development

TO: Assistant Director, Continuing Education and Workforce Development

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FROM: Interim Director, Continuing Education and
Workforce Development

TO: Director, Continuing Education and Workforce Development

4. Appointment of Additional New & Continuing Part-time Hires: April 10 – June 30, 2018.

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

1. The Proposed new academic program option (homeland security) to existing degree (A.S. criminal justice) was approved.
2. The Proposed New Consortium for Business Growth and Development was approved.
3. The Proposed Agreement between Hudson County Community College and North Bergen Board of Education for the delivery of Accounting Leap Program Instruction (Project Leap) was approved.
4. The Proposed Agreement with Fairleigh Dickinson University (FDU) in providing training under a New Jersey Department of Labor and Workforce Development Grant was approved.

The Board went into **closed session** to discuss legal and personnel issues at 5:40 pm.

The Board came out of closed session at 6:15 p.m., took no formal action, and **adjourned**.

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.