

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



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

April 14, 2015

5:00 p.m.

**Mary T. Norton Room, 70 Sip Avenue
Jersey City, New Jersey**

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

Trustees absent: Adrienne Sires, Harold Stahl

Comments from the Public:

There were no comments from the public.

Awards, Recognitions and Special Reports:

- Chris Wahl, Dean of Arts and Sciences, gave a presentation on the College's partnership with Rutgers University. (Attached)
- Thomas Brodowski, Vice President of Administration, gave a presentation on the Overview of 2016 Budgets. (Attached)
- r. Gabert congratulated the three faculty members who were on the agenda to receive tenure.
- Dr. Gabert also acknowledged two staff members who were on the agenda to receive promotions.
- Dr. Gabert also reported on the following:
 - HCCC will be one of four US community colleges to be recognized for Advancing Diversity by the American Association of Community Colleges at its annual meeting later this month in Texas.

(continued...)

- On April 23rd, The Georgia Brooks Stonewall Celebration Breakfast will be held at the Culinary Conference Center, and former Governor Jim McGreevey will be keynote speaker.
- On April 29th, Annual Employee Foundation Luncheon will be held at Culinary Conference Center and proceeds will go to scholarships.
- The Board of School Estimates meeting is scheduled for May 13th at 3:00 pm.
- The Groundbreaking ceremony for the new STEM Building is scheduled for May 19th with project completion, December 2016.
- The May Board Meeting rescheduled from May 12th to May 19th.
- May 21st is the date of the College Commencement at NJPAC. Nicole Sardinias, Director of Nursing Education, Jersey City Medical Center and an alumna of HCCC is the speaker. The 2015 Heritage Award will be presented to Joseph Napolitano, Sr.
- Financial Disclosure Statements are due to be completed online.
- The latest edition of the student newspaper was distributed to each Trustee, and Dr. Gabert reminded trustees that the publications recently received an award.

The trustees approved the **minutes of the regular Meeting** of March 10, 2015.

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

- The FY 2014 Audit prepared by Donahue, Gironde & Doria was accepted.
- The proposed College FY 16 Operating Budget was approved in the amount of \$53,249,875.00 was approved.
- The College's request for \$3,000,000.00 (\$1,500,000 – Chapter 12 funds and \$1,500,000 from County) for the undertaking of capital projects in the Journal Square area, including but not limited to: 870 Bergen Avenue, 25 Pathside, 162-168 Sip Avenue, 70 Sip Ave., and 2 Enos Place, all as listed in the H.C.C.C. Master Plan and any other projects that may be included therein, was approved.
- The award of a vendor for the purchase of 7 Cam/Sim Lab and Debried AV Support System was awarded to CSAV SYSTEMS,LLC of Colts Neck, New Jersey at a cost not to exceed \$22,000.00.

(continued...)

- The award for a Cisco Core Network Upgrade was awarded to Johnston Communication of Kearny, New Jersey at a total cost of \$398,487.57.
- The award for fiber renewal and upgrade for the existing fiber infrastructure was awarded to Johnston Communication of Kearny, New Jersey at a total cost of \$1,300,158.50.
- The award for general construction services at 870 Bergen for the new Nursing and Radiography Facilities was awarded to Molba Construction of Little Ferry, New Jersey, at a cost not to exceed \$1,619,612.00.
- The extension of a lease for additional space for 41 months at 26 Journal Square, Jersey City, New Jersey for relocation of various departments in support of facility projects related to the Strategic Facility Master Plan was authorized.

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

1. The retirement of a Manager, Purchasing Services, was accepted.
2. The resignation of an Assistant Controller was accepted.
3. The modification of the Staffing Table was accepted.

Title Change:

From: Director of Enrollment & Services

To: Executive Director of North Hudson Higher Education Center

From: Associate Dean of Research and Planning

To: Dean of Research and Planning

4. Staff were appointed to the following full-time job titles: Dean of Non-Traditional Programs; College Lecturer, Humanities; Associate Director, Student Financial Assistance; Coordinator, Evening/Weekend and Off-sites Programs; Secretary, STEM; Executive Director of North Hudson Higher Education Center
5. The reappointment of non-tenured full-time faculty for Academic Year 2015-2016 was approved.
6. The following faculty were approved to tenure appointments - effective Academic Year 2015-2016:

Claudia Delgado	Instructor of Academic Foundation Math
Christopher Drew	Instructor of Criminal Justice
Velino Joasil	Instructor of Biology

(continued...)

7. The appointment of additional new & continuing part-time hires: April 15 – June 30, 2015 was approved.

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

1. The resolution naming room L-427 in honor of the late Charles Epps, Jr. was approved.
2. The authorization to seek campus status for North Hudson Center was approved.
3. The settlement of Dobco, Inc. v. HCCC was approved.
4. The May 12th HCCC Board of Trustees Meeting rescheduled to May 19th, 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.



2 + 2 Seamless Transfer with Rutgers University-Newark

PRESENTATION TO THE HUDSON COUNTY COMMUNITY
COLLEGE BOARD OF TRUSTEES

TUESDAY, APRIL 14, 2015



2+ 2 / Dual admission agreement

Articulation

If a student completes major at HCCC, she is accepted into 4-year school as junior

Dual Admission

- Beyond articulation
- Student plans for BA/BS
- Onsite 4-year presence
- Joint planning and programming
- Student access to 4-year campus facilities, events, and opportunities



The process

Intent

- Presidents and key administrators
- Available grants (Title V, B2B)


Curriculum Mapping

- Faculty from both institutions
- Joint events

Agreement

- Signing and publicizing
- Getting the most for HCCC students

Implementation

- Continued meetings
 - Expansion
- 

Existing agreements



RU-Newark

- Research University
- Geographically accessible
- Leads to Master's programs
 - 2+3
 - Possibly on campus



The letter of intent

- Art and Theatre
 - English
 - Criminal Justice
 - Environmental Science
 - Marketing, Public and Nonprofit Administration, Supply Chain Management
 - Biology
- Joint fundraising for scholarships
 - Course by course mapping
 - Reverse transfer (completion of AA/AS)



Benefits to our students

- Part of retention initiative
- Support
- Students see big picture—BA, BS
- Save students thousands of dollars
- No lost credits
- Additional opportunities at senior institutions





HUDSON COUNTY COMMUNITY COLLEGE FISCAL YEAR 2016 PROPOSED BUDGET

April 14th, 2015

Mission, Vision and Values



MISSION STATEMENT:

The mission of Hudson County Community College is to provide high quality educational opportunities that promote student success and are accessible, comprehensive, and learning centered.

Vision Statement:

We continually aspire to make Hudson County Community College such an excellent and innovative urban college that it can be a first-choice option for the students and communities it serves.

Values Statement:

To fulfill the mission and vision of Hudson County Community College, we commit ourselves to these values:

- *student success;*
- *academic excellence and learning support services;*
- *integrity, ethical behavior, and respect for others;*
- *celebration of our commonalities and respect for our differences;*
- *championship of innovation;*
- *inquiry and data-informed decision making;*
- *high quality and affordable educational opportunities; and*
- *responsible stewardship of the resources entrusted to us.*

Agenda

1. 2016 Budget / Financial Assumptions
2. Historical Trends
3. Fundable Credit Hours
4. NJ County College Tuition Comparison
5. 2016 Estimated Expenditures

2016 Budget / Financial Assumptions



- Enrollment will remain consistent or be slightly stronger than 2015
- Technology usage and cost will increase. Grant support for some technology will expire.
- County appropriation is expected to increase 2 % or \$ 232,471
- State appropriation is expected to remain level
- Tuition will increase 5% or \$6.00 per credit
- Some modest adjustments to the fee schedules
- Chapter 12 capital allocation estimated at \$ 3.0M



Historical Trends

Revenue Resources Comparisons

SOURCE	FY '14 BUDGET	% OF TOTAL	FY '15 BUDGET	% OF TOTAL	FY '16 BUDGET	% OF TOTAL
Tuition & Fees	\$ 32,216,552	63%	\$ 32,315,133	63%	\$ 33,930,890	64%
County Appropriations	10,418,409	21%	11,748,568	23%	\$ 12,106,039	23%
State Appropriations	6,556,771	13%	6,556,771	13%	\$ 6,603,946	12%
Other Revenues	600,000	1%	600,000	1%	\$ 600,000	1%
	\$ 49,791,732	100%	\$ 51,220,472	100%	\$ 53,240,875	100%

HUDSON COUNTY COMMUNITY COLLEGE

NJ County College Enrollments by Credit Hours

Twenty - Three Years: FY 1991- 2014

College	1990-1991 credit hours	2013-2014 credit hours	change
Atlantic	88,411	157,317	+78.0%
Bergen	250,019	357,189	+43.0%
Brookdale	215,531	317,240	+47.0%
Burlington	120,651	213,399	+76.8%
Camden	204,004	282,716	+38.5%
Cumberland	45,068	87,229	+93.5%
Essex	183,912	312,674	+75.0%
Gloucester	87,421	153,294	+75.3%
Hudson	63,095	202,909	+321.5%
Mercer	179,334	160,955	-10.0%
Middlesex	229,336	282,459	+23.0%
Morris	183,497	188,732	+2.8%
Ocean	146,742	217,723	+48.3%
Passaic	54,117	177,861	+328.6%
Raritan	92,747	170,105	+83.4%
Salem	25,453	29,301	+15.0%
Sussex	46,809	67,054	+43.2%
Union	199,244	273,075	+37.0%
Warren	19,709	38,974	+97.7%
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	2,435,100	3,690,215	+51.5%

SOURCE: New Jersey Council of Community Colleges

NEW JERSEY COMMUNITY COLLEGE TUITION RATES

In-County Rate—Per Credit Hour

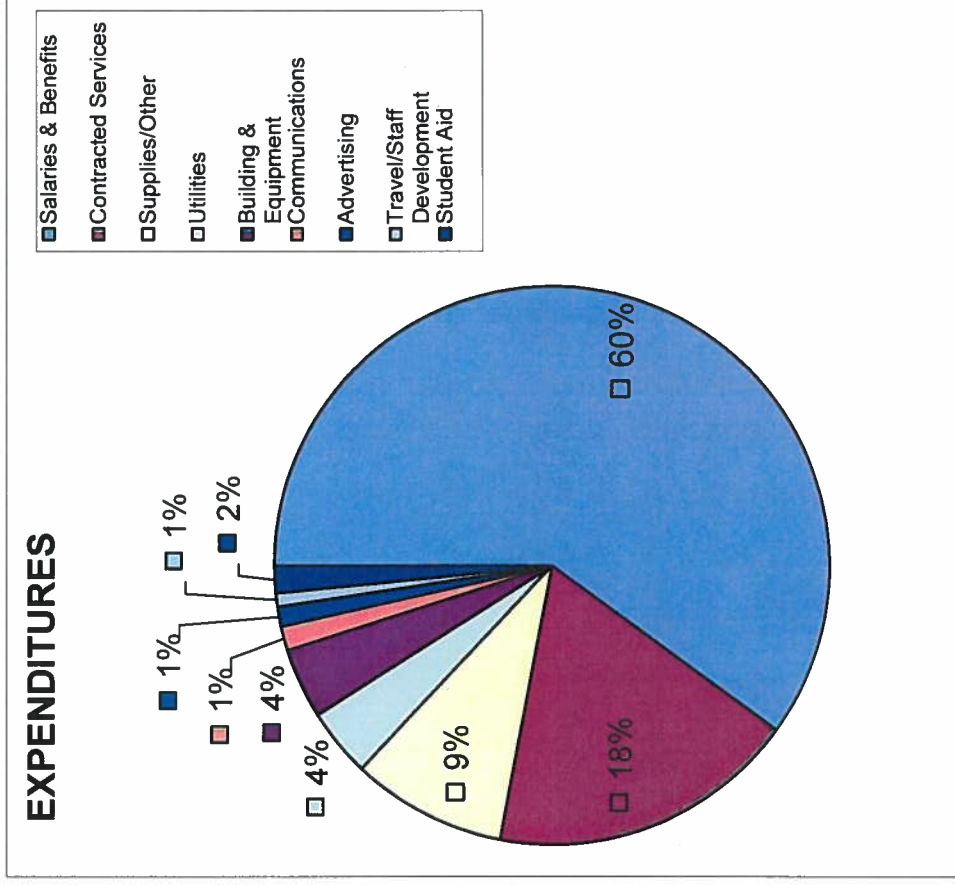
FY '07 - '16



COLLEGE NAME	FALL 2007	FALL 2008	FALL 2009	FALL 2010	FALL 2011	FALL 2012	FALL 2013	FALL 2014	FALL 2015
GLOUCESTER COUNTY COLLEGE	\$ 77.00	\$ 80.50	\$ 83.00	\$ 85.00	\$ 87.00	\$ 90.00	\$ 90.00	\$ 95.00	\$ 98.00
BURLINGTON COUNTY COLLEGE	\$ 77.50	\$ 78.00	\$ 86.00	\$ 92.00	\$ 92.00	\$ 92.00	\$ 96.00	\$ 96.00	\$ 100.00
SALEM COMMUNITY COLLEGE	\$ 82.50	\$ 86.50	\$ 93.00	\$ 98.00	\$ 98.00	\$ 102.00	\$ 102.00	\$ 102.00	\$ 102.00
MIDDLESEX COUNTY COLLEGE	\$ 85.55	\$ 91.00	\$ 97.00	\$ 99.00	\$ 101.00	\$ 102.00	\$ 103.00	\$ 104.00	\$ 104.00
CAMDEN COUNTY COLLEGE	\$ 84.00	\$ 88.00	\$ 93.00	\$ 96.00	\$ 101.00	\$ 101.00	\$ 104.00	\$ 107.00	\$ 107.00
PASSAIC COUNTY COMMUNITY COLLEGE	\$ 82.00	\$ 88.50	\$ 93.00	\$ 96.75	\$ 100.50	\$ 102.50	\$ 102.50	\$ 105.50	\$ 108.50
CUMBERLAND COUNTY COLLEGE	\$ 84.00	\$ 89.00	\$ 94.00	\$ 99.00	\$ 105.00	\$ 110.00	\$ 110.00	\$ 110.00	\$ 110.00
ATLANTIC COMMUNITY COLLEGE	\$ 83.00	\$ 88.40	\$ 93.00	\$ 94.80	\$ 97.20	\$ 102.00	\$ 108.00	\$ 108.00	\$ 113.00
MERCER COUNTY COMMUNITY COLLEGE	\$ 84.50	\$ 91.50	\$ 96.50	\$ 102.50	\$ 106.50	\$ 109.50	\$ 109.50	\$ 115.50	\$ 118.50
HUDSON COUNTY COMMUNITY COLLEGE	\$ 86.00	\$ 93.00	\$ 96.25	\$ 101.25	\$ 106.50	\$ 110.25	\$ 112.50	\$ 116.00	\$ 122.00
WARREN COUNTY COMMUNITY COLLEGE	\$ 86.00	\$ 91.00	\$ 97.25	\$ 102.25	\$ 106.25	\$ 109.50	\$ 109.25	\$ 114.00	\$ 122.00
BROOKDALE COMMUNITY COLLEGE	\$ 103.00	\$ 110.00	\$ 115.00	\$ 118.50	\$ 118.50	\$ 115.50	\$ 115.50	\$ 118.75	\$ 122.75
COUNTY COLLEGE OF MORRIS	\$ 96.00	\$ 99.00	\$ 105.00	\$ 110.00	\$ 114.00	\$ 116.00	\$ 117.00	\$ 121.00	\$ 124.00
SUSSEX COUNTY COMMUNITY COLLEGE	\$ 83.00	\$ 89.00	\$ 101.00	\$ 107.00	\$ 120.00	\$ 127.00	\$ 127.00	\$ 127.00	\$ 127.00
BARITAN VALLEY COMMUNITY COLLEGE	\$ 87.00	\$ 91.00	\$ 96.00	\$ 99.00	\$ 102.00	\$ 117.00	\$ 117.00	\$ 129.00	\$ 134.00
ESSEX COUNTY COLLEGE	\$ 87.50	\$ 95.00	\$ 103.50	\$ 108.50	\$ 108.50	\$ 108.50	\$ 108.50	\$ 108.50	\$ 132.50
BERGEN COMMUNITY COLLEGE	\$ 98.40	\$ 103.30	\$ 111.60	\$ 118.30	\$ 124.80	\$ 128.55	\$ 130.55	\$ 132.50	\$ 135.50
OCEAN COUNTY COLLEGE	\$ 88.00	\$ 92.00	\$ 92.00	\$ 94.00	\$ 94.00	\$ 98.00	\$ 98.00	\$ 134.00	\$ 139.00
UNION COUNTY COLLEGE	\$ 87.00	\$ 90.00	\$ 94.00	\$ 100.00	\$ 109.00	\$ 112.00	\$ 112.00	\$ 122.00	\$ 177.00
AVERAGE	\$ 86.42	\$ 91.30	\$ 96.85	\$ 101.15	\$ 104.83	\$ 108.07	\$ 109.07	\$ 113.99	\$ 120.88

2016 Estimated Expenditures

FY '16 Budget - Estimated Expenditures		
<u>EXPENDITURES</u>	<u>AMOUNT</u>	<u>PERCENT</u>
Salaries & Benefits	\$ 31,973,083	60%
Contracted Services	\$ 9,571,857	18%
Supplies/Other	\$ 4,779,561	9%
Utilities	\$ 2,121,635	4%
Building & Equipment	\$ 2,183,272	4%
Communications	\$ 750,317	1%
Advertising	\$ 617,531	1%
Travel/Staff Development	\$ 418,619	1%
Student Aid	\$ 825,000	2%
Total	\$ 53,240,875	100%





Thank You