

**Summary of Proceedings
Meeting of the Board of Trustees
Tuesday, April 16, 2024
5:00 p.m., Mary T. Norton Board Room and via Zoom**

Trustees Present: Edward DeFazio; Sally Elwir (Student Alumni Representative); Pamela Gardner (Secretary/Treasurer); Roberta Kenny; Bakari Lee (Vice Chair); William Netchert (Chair); Jeanette Peña; Christopher Reber; and Silvia Rodriguez.

Trustees Absent: Joseph Doria, Frank Gargiulo, and Harold Stahl.

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

Report:

1. Student Government Association President's Report

Student Government Association President Lisa Camacho offered the following report.

Good evening, trustees, faculty, staff, students, and guests. It is a pleasure to be here with you all. I am here to provide the Student Government Association (SGA) report.

This past Friday, we hosted our annual Multicultural Game Day in collaboration with Phi Theta Kappa (PTK). There were a variety of different childhood games and delicious cuisines based on diverse cultures for everyone to enjoy. Overall, it was a success.

SGA also collaborated with the Professional Association for a Karaoke Singalong event on April 5. At the event, students interacted and established a better connection with faculty and staff, and they sang a song for a special prize.

Most of our Executive Board members are graduating in May. We have devoted this month to training our senators and members to take over our positions when we leave. Our weekly meetings include a training session regarding the constitution, position responsibilities, etc. We will continue to host training until the end of the school year.

Our election will be held in two weeks. Student candidates must prepare a brief three-minute introductory speech about themselves and why they deserve the position. The election is open to all students who meet the constitutional criteria to be on the Student Government's Executive Board. We will begin to promote this with more details this week.

This concludes my updates for SGA. Now, there are updates regarding clubs and organizations on campus.

Active Minds held the following events: Plant a Seed of Hope on April 9, Trimming the Stigma on April 11, Lego Competition on April 22, and Stress Less Week events from April 23 to April 25.

Arab Student Association held the following events: Arabian Nights on March 22 and Ramadan Night on April 2 in collaboration with HCCC Dreamers, Student Programming Board, Active Minds, SGA, and PTK.

Art and Design held events on April 4, including Art Club Open Crafting, General Pencil Mural Design Work Sessions, and Tie Dye Totes and Tees. They also hosted a Create and Tell on April 9 and 11 in collaboration with the Environmental Club, Poetic Circle, Chemistry Club, and American Chemical Society. General Pencil Mural Design Work Sessions will be held on April 11 and 18.

Girls Who Code held the Python Coding Workshops on April 2, 5, and 9.

Student Programming Board held a Multicultural Month Raffle event on April 2.

Society of Physics held a Merck Recruiting Event on April 2.

Model UN participated in the New York Model UN Conference from April 1 to 6 with advisor Joseph Caniglia. Their group was assigned to Honduras.

Latin Society Club held the following events: Ritmo y Sabor Event on April 8, Let's Chat Series on April 9, 16, 23, and 30, and Una Noche Sin Ti on April 1

Phi Theta Kappa members attended the PTK Catalyst Conference this month from April 4 to 7 with advisor Theodore Lai and President Chris Reber. I had the honor of attending the Catalyst, and it was an amazing time. We learned many things from the inspirational speakers and the great workshops they presented. PTK is holding its Induction this upcoming Sunday.

American Chemical Society hosted a Women in STEM event on March 12 with 135 attendees; 95 were in person, and 40 attended virtually.

This concludes my updates today. Thank you, and have a great night!

Vice Chair Lee offered the following remarks.

Lisa, your delivery was exceptional, as always! Your message was clear and concise. You possess a natural talent for broadcasting, which makes you a great newscaster. Considering your perfect pitch and precision of the information, you may contemplate shifting your career path. Job well done!

2. All College Council Chair's Report

All College Council Chair, Dr. Christopher Cody, offered the following report.

Hello, trustees. It's good to see you all. We want to begin by congratulating President Reber on winning the 2024 American Association of Community Colleges (AACC) CEO of the Year! It's well deserved, President Reber, and we thank you for your inspiring leadership. We'd also like to congratulate our colleagues, Professor Elana Winslow, who won the Dale P. Parnell Faculty Distinction Recognition, and Professor Dr. Clive Lee, who won the AACC Faculty Member of the Year award.

It's a busy time here at Hudson. As the semester approaches its final month, we have some important events we'd ask you to keep at the forefront. First, our colleague, Professor Katie Sweeting, will be hosting a launch party celebrating the release of her new book, the historical novel *Remnant*, which will be available for purchase. The launch will be held on April 24 at 2:00 p.m., followed by the All College Council (ACC) meeting.

We'd also like to announce the Dean's List celebration, which will be held this Thursday in the Scott Ring Room from 2:00 p.m. to 3:30 p.m. There were 888 students placed on the Fall 2023 Dean's List. This honor is bestowed upon students who completed 12 or more college-level credits and achieved a 3.5 or higher GPA for the semester. We look forward to recognizing and celebrating their hard work and achievement!

Today's BOT meeting includes the distinction of four more individuals being recognized with Emeritus/Emerita status. These individuals will be honored with this title due to their contributions and distinguished service to HCCC. Congratulations to all!

I'll now proceed to the committee reports:

- The Academic Senate has a new co-chair. Adjunct Instructor Fernando Garcia from the School of Business, Culinary Arts, and Hospitality Management will join English Instructor Dr. Jeanne Baptiste as co-chair of the Academic Senate. Together, they will continue to oversee policy review and subcommittee projects such as the ongoing college-wide incomplete policy.
- The Student Affairs Committee is proposing a Governance Recommendation (GR) to update the college policy on lactation space for the entire community, including faculty, staff, and student-parents. The committee chairs and ACC executive board members unanimously voted to move the initial GR to an ACC-wide vote. That vote is scheduled at the upcoming ACC general meeting on April 24.
- The Development and Planning Committee continues to raise awareness of the importance of giving back to HCCC. Members of the committee delivered a presentation about the importance of giving at this past Friday's Professional Development Day. Likewise, committee members continue attending campus-wide events to advocate and facilitate large and small donations. For example, they will be present at Thursday's Dean's List celebration. Through their efforts, reinvesting in Hudson stays top of mind and continuously in the conversation.
- The College Life Committee continues to assist with the Steps for Wellness program, which is now in its third week and has approximately 40 participants. The committee is also planning a spring cookout BBQ event for staff and faculty, which will most likely take place in May.
- The Technology Committee continues to explore options for implementing wayfinding technology for both the Journal Square and North Hudson campuses. They specifically seek accessible options for students, employees, and visitors.
- Space and Facilities Committee reports that beginning in the Summer term I, they will start scheduling office and class space at the North Hudson Campus using Course Dog. The committee also continues to offer assistance and information regarding space issues, including the parking status at both campuses and the soon-to-start tower construction.

That concludes committee reports. I wish our students the best of luck as we approach final exams!

Thank you to everyone who made this report possible, including ACC Vice Chair Raffi Manjikian, ACC Secretary Sarah Teichman, all the ACC committee members, and the entire college community. Thank you all for your time!

3. *President's Report*

President Reber offered the following report.

Good evening, trustees.

I join you this evening from Madrid, Spain, where I am participating in a four-day series of meetings with Spanish career and technical education leaders interested in potential faculty and student exchanges – and other partnerships – with American Hispanic-Serving Institutions, or HSI's.

I am one of 15 HSI college and university presidents to have been invited by the Hispanic Association of Colleges and Universities (HACU) to participate in these meetings. Today, we visited a facility teaching hotel and restaurant management. The technology is unbelievable. A robot made us a full meal from beginning to end. They're introducing robotics into all parts of the curriculum. The trip is funded by HACU, the U.S. Embassy in Spain, and the Spanish Ministry of Education and Vocational Training. I look forward to sharing my experiences and the outcomes of these meetings when I return to the College next week.

Lisa and Chris, thank you for your reports and leadership, and for all you and your team members do for Hudson County Community College!

I would be remiss if I didn't mention this evening the College's participation last week in back-to-back conferences of the Phi Theta Kappa International Honor Society, and the American Association of Community Colleges.

PTK's annual *Catalyst* conference, held this year in Orlando, Florida, was attended by more than 5,000 PTK students from throughout the United States and abroad. Students were joined by faculty and staff advisors and supporters from hundreds of PTK chapters. I was pleased to attend this inspirational convening with HCCC's Beta Alpha Phi Chapter advisor, Professor of Mathematics Theodore Lai, and six high-achieving PTK students: SGA President Lisa Camacho, Leonardo DePaula, Najwa Essaki, Denifer Garcia, Natalia Amin Montero, and Shemia Superville.

Professor Lai, our students, and HCCC's Beta Alpha Phi Chapter of PTK all received awards at the conference, and I was honored to be one of six college presidents presented the Shirley B. Gordon Award of Distinction, Phi Theta Kappa's highest honor that recognizes support of student success initiatives.

Following the PTK conference, an HCCC team of 13 trustees, faculty, and staff attended the annual convention of the American Association of Community Colleges held in Louisville, Kentucky. Joining me at *AACC Annual* were Trustees Bakari Lee and Pamela Gardner, Dr. Lisa Dougherty, Dr. Darryl Jones, Dr. Ara Karakashian, Anna Krupitskiy, Matthew LaBrake, Dr. Clive Li, Professor Jeremiah Teipen, Dr. Alison Wakefield, Professor Elana Winslow, and Dr. Burl Yearwood.

As you are aware, HCCC was celebrated at the conference as a finalist in an unprecedented 7 of 11 AACC National Award of Excellence categories. These included the AACC Advancing Institutional Equity and Belonging Award; the Faculty Innovation Award (congratulations, Professor of Fine Arts Jeremiah Teipen); the Student Success Award; the Rising Star Manager Award (congratulations, Executive Director of Online Learning Matthew LaBrake); the Faculty of the Year Award (congratulations, Professor of STEM Dr. Clive Li); the Trustee of the Year Award (congratulations, Board Chairman William Netchert); and the CEO of the Year Award.

HCCC won three AACC National Awards of Excellence that were announced at the convention's concluding Gala. Dr. Clive Li was honored as AACC Faculty Member of the Year; The College was honored with the AACC Student Success Award of Excellence; and I am honored to have been selected as CEO of the Year. Hudson County Community College's unprecedented number of award finalists and three national awards was the lead story in Tuesday morning's *CCDaily*, published by AACC.

In addition, HCCC Professor of Business Elana Winslow was honored the following day at the AACC concluding luncheon as one of a select number of faculty receiving AACC's Dale P. Parnell 2024 Faculty Award of Distinction.

We congratulate all of the award finalists and recipients – and the entire HCCC Family – as these celebrated outcomes are the result of everyone's contributions to our students, our community, and our Mission. It truly "Takes a Village!" Congratulations, Hudson County Community College!

This evening's meeting agenda includes your approval of Emeritus status for four retired, long-serving HCCC faculty who served the college in an exemplary fashion for many years. These nominees for Emeritus status include two posthumous recognitions.

I have invited Vice President for Academic Affairs, Dr. Darryl Jones, to discuss our nominees. Darryl, thank you for your leadership of this annual Emeritus status nomination, review, and recommendation process.

Dr. Jones offered the following remarks.

Thank you, President Reber, trustees, faculty and staff.

Trustees, I am excited to share with you that our faculty have recommended several retired faculty members for your consideration of Emeritus status.

As you may recall, in fall 2021 you approved the Policy on Conferral of Emeritus/Emerita status. The purpose of this policy is to recognize the contributions of long-serving and distinguished faculty and staff, upon their retirement, through the conferral of Emeritus/Emerita status. The President's Office recognizes that fostering and advancing relationships between the College and long-serving and distinguished faculty and staff is essential to sustaining the College's intellectual life and organizational culture.

Eligibility requirements include the following: individuals have demonstrated exemplary performance during their tenure with the college, no adverse personnel decisions are on file, no significant disciplinary history is on file for five years preceding retirement, and recipients have provided at least 20 years of full-time service to the college. Last year, we celebrated eight retired faculty members. Tonight, I present to you four retired faculty for your consideration. These individuals served the College with evidence of substantive contributions and distinguished service in conformance with approved Emeritus/Emerita status criteria.

It is a pleasure to present, for your consideration:

Elaine Foster, Candidate for Professor Emerita, English

Elaine joined the College in 1985 when she was hired as a full-time Instructor of English. Elaine is well known for her years of leadership of the Faculty Development Seminars. She created a course curriculum that is still utilized today. In addition to English, Elaine taught Children's Literature and the very popular Introduction to Film and Women in Film. Elaine served as the Professional Association President, negotiating many union contracts. Elaine is known as a skilled educator and once provided leadership to the English Division. She has been a notable and requested presenter at numerous conferences and professionally throughout her career at the College.

Joseph Colicchio, Candidate for Associate Professor Emeritus, English

Professor Joseph Colicchio joined the College in 1985 and served as the Tutorial and Writing Center Coordinator of the Educational Opportunity Fund. He became a full-time, tenure-track Instructor of English in 1993. He headed the Honors Program for many years and served as the Vice President of

the Faculty Senate. Joseph is a published and accomplished author of several fiction novels and is featured in numerous literary magazines. Although retired from full-time teaching, Joseph continues to influence and guide our students by serving as an adjunct faculty member, offering summer writing seminars.

Dr. Lloyd Kahn, Candidate for Professor Emeritus, Biology (Posthumously)

After a successful podiatric medical practice, Dr. Lloyd Kahn joined the College in 1993 as an Instructor and Coordinator of Biology. He served as a mentor for numerous adjunct and full-time faculty members. He was a steadfast student advocate who co-led PTK for many years. He was known for his support of PTK and student scholarships and charities. Dr. Kahn passed away on February 22, 2018. He was married and had two sons and three grandchildren. He is remembered fondly and was well respected for his contributions to HCCC by the administration, faculty, staff, and, most significantly, the students he taught.

Dr. David Rosenthal, Candidate for Professor Emeritus, Physics (Posthumously)

Dr. David Rosenthal joined the College as a Professor of Physics in 1985. He was the original college yearbook editor and photographer. Dr. Rosenthal served as a faculty advisor to many student clubs. He was a respected mentor to the STEM faculty. He was active in sports, competing in local track and field events. He competed in the senior games in Connecticut, New York, and New Jersey and received various medals in the triple jump. Dr. Rosenthal retired from HCCC in January 2013 and passed away later that year on October 28. He was widely respected among his colleagues and students as he was known for his intellect and humor.

Recipients of Emeritus status are entitled to:

- A printed resolution of the Board of Trustees action granting the Emeritus designation;
- Emeritus recognition during their lifetime in the College catalog and other appropriate publications and venues;
- The opportunity to receive invitations to formal College events and academic functions;
- A College email address;
- A College ID designating Emeritus status;
- Access to library facilities and electronic resources; and,
- Access to shared office space when reasonably possible.

Trustees, this concludes my remarks.

President Reber offered closing remarks.

Thank you, Dr. Jones.

Congratulations and many thanks to our Emeritus candidates and their families. Hudson County Community College is exceedingly grateful to these long-serving colleagues and is a better institution for their years of dedicated, caring, and transformational service.

Trustees, this concludes my report.

Regular Monthly Reports and Recommendations

1. The Minutes of the Regular Meetings of March 12, 2024 were approved.

The following actions were taken concerning **Fiscal, Administrative, Lease, and Capital Recommendations** brought forward by the Administration and endorsed by the Finance Committee.

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1. Resolution Authorizing Approval to Develop Property in the Journal Square Area for Permanent Use by Hudson County Community College to be funded through the Chapter 12 Program at a cost not to exceed \$2,943,442 was approved.
2. Resolution Authorizing 2025 Operating Budget in the amount of \$79,483,780 was approved.
3. Resolution Authorizing Award of Contract for Ground Maintenance Services at the Culinary Arts Plaza and 263 Academy Street to be funded through the Chapter 12 at a cost not to exceed \$218,210 was approved.
4. Resolution Authorizing Additional Services for the 119 Newkirk Street Parking Stackers to be funded through Chapter 12 at a cost not to exceed \$24,900 was approved.
5. Resolution Authorizing Agreement for Monthly Parking with Square Parking LLC to be funded from the operating budget at a cost not to exceed \$283,200 was approved.
6. Resolution Authorizing Purchase of Computers for the Center for Adult Transition (CAT) Simulation Lab to be funded from the Adult Transition Center grant at a cost not to exceed \$44,457 was approved.
7. Resolution Authorizing Purchase of Computers for the Cybersecurity Program to be funded by the Carl D. Perkins grant at a cost not to exceed \$46,785 was approved.
8. Resolution Authorizing Renewal of Review and Testing Course for Registered Nursing Program to be funded by the Carl D. Perkins grant at a cost not to exceed \$195 per academic term per student 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 Social Worker, Senior Assistant Directors, Student Success Coach of Gateway to Innovation (Grant-funded), and Assistant Director of Student Life were accepted.
2. Appointments of Full-time Staff were approved.
3. Appointments of Temporary Full-time Staff were approved.
4. Authorizations of Part-time Staff through April 2025, as needed, were approved.
5. Appointments of New Hire Adjunct Instructors were approved.
6. The following Modifications to the Staffing Table were approved:

Current Approved Title	New Title	Incumbent (If applicable)	Salary Grade and Salary Adjustment (If applicable)	Effective Date
Social Worker	Mental Health Counselor	Deliana Acosta	Salary Grade From: 108 To: 113 Salary Change From: \$52,045 To: 60,376.80	April 16, 2024
Manager, Purchasing	Associate Director, Purchasing	Liliam Hogan	Salary Grade From: 113 To: 115 Salary Change From: \$74,724.65 To: \$82,233.37	April 16, 2024
Vice President for Advancement and	Vice President for Advancement and	Nicole B. Johnson	N/A	April 16, 2024

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Communications	Communications and Executive Director of HCCC Foundation			
Financial Advisor	Assistant Director of Financial Aid	Ana Moran	Salary Grade From: 109 To: 113 Salary Change From: \$66,384.12 To: \$70,790.45	April 16, 2024
Director, Mental Health and Counseling	N/A	Doreen Pontius	Salary Change: From: \$76,112 To: \$83,112	April 16, 2024
Associate Dean, Advisement	N/A	Gretchen Schulthes	Salary Change: From: 88,255 To: \$100,000	April 16, 2024
Director, Institutional Research	Assistant Vice President, Institutional Research and Planning	John Urgola	Salary Grade From: 119 To: 120 Salary Change From: \$77,611 To: \$100,000	April 16, 2024
Coordinator, Hudson Helps	Basic Needs Social Worker	N/A	Salary Grade Change From: 109 To: 111	April 16, 2024
N/A	Student Success Coach, Waterworks Utility Program (Grant-funded)	N/A	Salary Grade 109	April 16, 2024

7. Resolution to Grant Emeritus/Emerita status to four retired faculty was approved.

The following actions were taken regarding **Academic and Student Affairs Recommendations** brought forward by the Administration and endorsed by the Academic and Student Affairs Committee.

1. Resolution Authorizing Recognition of April 2024 as Hudson County Community College Month was approved.
2. Resolution Authorizing Affiliation Agreement Between Hudson County Community College and PDI Health for Clinical Experiences in HCCC's Radiography Program was approved.
3. Resolution Authorizing Affiliation Agreement Between Hudson County Community College (HCCC) and New Jersey Imaging Network (NJIN) for Clinical Experiences in HCCC's Radiography Program was approved.
4. Resolution Authorizing Negotiation of an Agreement Between Hudson County Community College (HCCC) and Cassandra Consultants, LLC was approved.
5. Resolution Authorizing No Cost Extension to the Existing Agreement Between Hudson County Community College (HCCC) and the Hudson County Department of Family Services and Reintegration (HCDFSR; formerly the Hudson County Department of Housing and Community Reintegration) for the Continued Delivery of the Skills Training Academy was approved.

The was no **New Business**.

The **meeting was adjourned** at 5:35 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.