

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

**May 8, 2018**

**5:00 p.m.**

**Culinary Conference Center**

**161 Newkirk Street, Jersey City, New Jersey**

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

**Trustees absent were:** Jeanette Peña; Adrienne Sires

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

The trustees approved the **minutes of the regular Meeting** of April 10, 2018.

**Awards, Recognitions and Special Reports**

1. Eric Friedman, Senior Vice President, Academic Affairs, presented faculty member Alison Bach, with a certificate from Sigma Kappa Delta (The English Honor Society for Two-Year Colleges) for Outstanding Service.
2. NK Architects, Ralph Rosenberg and Stephen Allutto, did a presentation on the HCCC Master Plan – Tower Phase 1. It provides for a 10-story building in the current parking lot south of the Library between Enos and Jones. It would include a gymnasium, classrooms, student commons, and offices. It would eliminate the use of all rental space for College operations. Target completion is 2020. (Attachment)

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3. President Gabert made some comments about the Fiscal Year 2019 Operating Budget which was on the agenda for approval later in the meeting. He reported that the budget included requests from the County for a 4% overall increase, a \$50,000 increase (from \$250,000 to \$300,000) for the County Government Scholarship Program, and a \$750,000 increase which would be restricted to costs associated with the new Campus in Secaucus in September, 2018. He expressed his concern that this budget would not provide for salary increases sufficient to offset projected insurance premium costs. He also observed that projected enrollments for the summer and fall semesters were encouraging. Because of vagaries in the formulae by which state aid is distributed, HCCC receives the lowest state aid among New Jersey county colleges--\$856 per full-time equivalent student (FTE) as compared to the median of \$1129. HCCC also has one of the lowest aggregate tuition and fees in New Jersey--\$4448 per FTE as compared to the state median of \$5499. Because HCCC also has one of the highest Pell eligible student bodies (an indication of serious financial need) with approximately 80% of the students qualifying, there is an effective cap on how high tuition can be adjusted without limiting enrollments. Finally, while the county aid has been increased every year for the past 25 years, it has not risen as much as enrollments have. The result is that the county aid per FTE has fallen, and it is approximately 18% under the state median. President Gabert said that he did not support current proposals to make county colleges in New Jersey "free" until three issues were addressed: 1) the disparity in state aid to county colleges; 2) the disparity in tuition and fees; and 3) the unfair impact of making Pell eligible students use up their federal financial aid when more affluent students would receive first dollar support. The President reminded everyone that the operating budget is legally separated from the capital budget which means that Chapter 12 funds raised for construction and capital equipment may not be mingled with current. He concluded by commending the faculty and staff for building an institution of first choice which such limited fiscal resources.

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 for Commissioning Services in seeking LEED certification for the new STEM building was awarded to Wick Fisher White ("WFW"), of Philadelphia, Pennsylvania, at a cost not to exceed \$42,500.00.
2. The award for Electrical Services for STEM 1<sup>st</sup>, 4<sup>th</sup> and 5<sup>th</sup> Floors was awarded to Vinler Electric, at a cost not to exceed \$12,325.00.
3. The award for installation of stairwell gate in Stem Building was awarded to Abaco, at a cost not to exceed \$7,500.00.

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4. The award to provide Internet Services FY19 was awarded to NJudge.net of Newark, New Jersey, at a cost not to exceed \$143,844.00.
5. The award of Media Services (News 12) for Cable Advertisements for FY2019 was awarded to News 12 New Jersey of Edison, New Jersey, at a cost not to exceed \$31,703.00.
6. The award of Media Services (Altice) for Cable Advertisements for FY2019 was awarded to ALTICE of Hoboken, New Jersey, at an estimated cost of \$70,770.00.
7. The award of Media Services (Comcast) for Cable Advertisements for FY2019 was awarded to Comcast Cable of Philadelphia, Pennsylvania, at a cost not to exceed \$62,119.
8. The award of Media Services for Transit Advertisement FY2019 was awarded to Intersection (formerly Titan Worldwide) of Fairfield, New Jersey, at a cost not to exceed \$111,951.33.
9. The Operating Budget for Fiscal Year 2019 was approved.

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

1. The retirement of an Associate Professor, English was accepted.
2. The resignations of PC Technicians (2); Library Associate; Director, Career Development were accepted.
3. Staff were appointed to the following full-time positions: Custodial Worker; College Lecturer – Honors Program; Accounts Receivable/Bursar Clerk; College Lecturer – Health & Medical Sciences; PC Technician; Director of Contracts & Procurement.
4. Promotions for the following Full-time Faculty Academic Year 2018-2019 were approved. Dr. Gabert asked these faculty who were in the audience, to stand and be recognized.

From Instructor to Assistant Professor

<u>Name</u>	<u>Discipline</u>
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Alison Bach	English
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Denise Rossilli	Human Services
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From Assistant Professor to Associate Professor

<u>Name</u>	<u>Discipline</u>
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Joseph Caniglia	English (AF)
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Ara Karakashian	Culinary Arts
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5. Reappointment of Full-time Faculty, Academic Year 2018-2019 was approved.
6. Non-reappointment of Non-tenured Full-time Faculty, Academic Year 2018-2019 was approved.
7. Reappointment of Full-time Lecturers Faculty, Academic Year 2018-2019 was approved.
8. Staff were appointed to the following Temporary Full-time Assignments: Office Assistant; Program Assistant.
9. Staff were appointed to the following Temporary Full-time Faculty Assignments: Instructors for Accounting; Criminal Justice; Speech and Modern Languages; Culinary.
10. Appointment of Additional New & Continuing Part-time Hires: May 8, 2018 – December 31, 2018.
11. Appointment of Additional New Hire Adjuncts, Summer 2018.

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

1. The Facilities Master Plan Revision was accepted.
2. The Employment Separation Agreement and Release for Dr. Glen Gabert, President, was approved.
3. The Sale of Personal College Property was approved.
4. The Library was formally designated the Gabert Library and Glen Gabert was named the first President Emeritus.
5. The appointment of Dr. Christopher M. Reber as the next President of Hudson County Community College, July 1, 2018 to June 30, 2021 was approved.

Chairman Netchert and Trustee Kevin Callahan, Chair, Presidential Search Advisory Committee, thanked the Committee for their hard work and support.

The meeting was **adjourned** at 5:55 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.*