

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



**Summary of Proceedings**  
**Meeting of the Board of Trustees**  
**Tuesday, June 9, 2020**  
**5:00 p.m.**  
**Remote Participation via Conference Call**

**Trustees present:** Joseph Doria; Karen Fahrenholz (Secretary/Treasurer); Adamarys Galvin; Pamela Gardner; Roberta Kenny; Bakari Lee (Vice Chair); William Netchert (Chair); Jeannette Peña; Christopher Reber; Silvia Rodriguez; Abderahim Salhi (Alumni/Student Representative).

**Trustees absent:** Harold Stahl

**Comments from the Public:**

*Kevin Brown, Vice President and New Jersey State Director for Local 32BJ Service Employees of Nassau County, New York, and Union County, New Jersey, addressed the Board.*

Good afternoon members of the Board of Hudson County Community College.

Local 32BJ represents more than 13,000 New Jersey building and food service workers, including many in higher education across the state. I'd like to thank President Reber and the Administration for working hard to bring campus cleaners and security officers back to work, preserving access to employment-provided health benefits during the pandemic. We understand that the College has committed to bringing back nine cleaners and fifteen security officers by next month. As you know, access to health care means everything to our members during this difficult time. We commend the College for taking this important first step and look forward to conversations on how to bring the remaining approximately 50 service employees back to work, as the College's financial picture becomes more clear and continues to evolve over the coming months.

At the same time, we remain concerned that the College is considering selling valuable land in Journal Square to Ironstate Development for construction of a luxury residential facility. It is important for the

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College and the trustees to know that many doorpersons at Ironstate buildings lack health insurance even as they risk their own health to help keep Hudson County residents safe during COVID 19 by providing cleaning services, accepting packages and deliveries. These doorpersons are employed by a division of a company called Planned Companies, which is a contractor with a long history of wage theft and labor violations. If Ironstate were to continue its plans with the Journal Square site, then the project would only bring more poverty service jobs to the area.

Doorpersons and Planned Companies are members of the same immigrant and minority communities that the College aims to serve. The majority of persons who work in Hudson County, live in Hudson County. The College tries to provide quality education opportunities to these workers' children, while at the same time denying the parents health care rights and thereby depriving families of economic stability. Here the College appears to be working at cross purposes with its mission. Now is the time, while the College is still in the early process of selling the Journal Square land, to examine the Ironstate track record and take some steps to ensure the College's land is used to promote economic opportunity for Hudson County residents, not poverty jobs.

On behalf of the subcontractor's workers of Ironstate Development buildings, we urge the College to seek other developers for the Journal Square site, unless Ironstate Development reaches a firm commitment for responsible contracting and good wages and benefits for the service workers of Hudson County.

Lastly, I just want to thank the College. We continue to use the College for our training fund purposes and we contract through the Consortium of Community Colleges for Hudson County Community College. It has been a great partnership for more than a decade. We really value the College both for our members who take classes there as well as so many of our members' children who attend the College, and it is a great college. Thank you so much for your time.

*Vice Chair Trustee Lee addressed Kevin Brown regarding his comments.*

Mr. Brown, I would like to challenge the following comment you just made: "The College tries to provide quality education opportunities to these workers' children, while at the same time denying the parents health care rights and thereby depriving families of economic stability. Here the College appears to be working at cross purposes with its mission."

I think it is fair to say that the people you represent and the people the Board and the College serve are not at cross purposes. Often the manner in which you present the issues that you would like to bring to the Board are unsavory and unpalatable. The substance of the points that you made can resonate ideologically. I don't know if they substantively are correct because I don't have the facts or the information in front of me. But, the manner in which you present them, specifically stating that the College is responsible for denying those parents health care, is inaccurate. When questioned, you acknowledge that there are layers there. There is a far better way for you to go about presenting your concerns in a manner that is collaborative and collegial.

*Kevin Brown responded to Vice Chair Lee's comments.*

I really appreciate, Mr. Lee, your comments. I agree, for the most part, on the things that we want to achieve for Hudson County parents and their children. I am sure we can figure out how to do this work together. If I offended anyone, that was certainly not my intention. I just want the best for these workers.

*Chairman Netchert thanked Vice Chair Lee and Kevin Brown for their comments.*

## **Awards, Recognitions and Special Reports**

### 1. *President's Report*

*President Reber offered the following remarks.*

Good evening Trustees, colleagues and guests.

All of us are deeply saddened by the recent, tragic murder of George Floyd, followed by civil unrest and violence in cities and neighborhoods across our nation.

Please join me in a moment of silence for all victims of racism, bigotry, intolerance, and violence.

*Moment of Silence*

Thank you.

As I shared in last week's *Green Memo*, our College community held a special Town Hall Meeting last Thursday to discuss the George Floyd tragedy, long-standing racism and other acts of intolerance, and civil unrest. There was an outpouring of thoughts, feelings, and ideas from many students, faculty, and staff. Clearly, there is a need for continued dialogue and action. We also greatly appreciated Trustee Pamela Gardner's attendance and participation in the Town Hall.

Following this well-attended Town Hall, members of our President's Advisory Council on Diversity, Equity and Inclusion (PACDEI) met to discuss how our HCCC community can promote and act upon our shared commitment to confronting racism, injustice and inequities. PACDEI is promoting already existing discussion platforms at HCCC, which are entitled *Same Same Different; Wanna Talk About It?; What's Up; and The Student Corner*.

PACDEI will also be holding two open forums to gain additional input from the college community on such items as how to include content related to diversity, equity and inclusion in our course curricula; how to create or strengthen partnerships between academic divisions and the community, including law enforcement and the criminal justice system; and how to provide the College community with information related to public discourse, policy making and legislative action. The forums will offer continued opportunities for discussion and planning in support of our students, faculty and staff.

I thank President's Advisory Council on Diversity, Equity, and Inclusion co-chairs, Lilisa Williams and Yeurys Pujols, and all members of PACDEI and our larger College community for their openness and participation in these discussions, and the development of constructive activities and action plans in support of our educational mission.

Together, we continue to make progress in navigating the challenges of the pandemic with a focus on supporting our students, employees, and community in all of our plans and decisions.

I have asked Return to Campus Task Force co-chairs, Lisa Dougherty and Heather DeVries, to share an update on the work of our Return to Campus Task Force.

*Lisa Dougherty offered the following remarks.*

Good evening Trustees, faculty, staff and students.

The Return to Campus Task Force has been meeting every Monday since its inception in order to develop recommendations and processes for our eventual return to campus operations, once we are given the approval by state and health care officials.

As was communicated by President Reber to the college community on Monday, June 1<sup>st</sup>, we are planning to offer most fall courses either online or remotely, while continuing to improve the quality of the online experience for everyone. We are also planning a focused offering of hybrid face-to-face instruction in areas such as nursing/health sciences, STEM, culinary, and in other lab courses. These hybrid courses would be offered using safety measures such as social distancing as recommended by the health care community.

Now that we have made that decision, it will be extremely important to communicate the differences in these modalities to students. To assist with this, we have developed a landing page at [www.hccc.edu/returntocampus](http://www.hccc.edu/returntocampus) with information on these modalities. We are also updating our Chat Bot, Libby, to answer questions regarding course delivery and developing an infographic flyer to distribute widely to faculty, staff and students.

Once we are given the go ahead from state and health care officials, we will begin to move high-priority student support services back to campus, while planning for social distancing and other safety measures. These services include the libraries, open computer labs, the testing center, and registration activities.

To focus our work, the task force has divided into 5 sub-groups.

Now, I will turn it over to Heather DeVries to update you on the work of our sub-groups.

*Heather DeVries offered the following remarks.*

Good evening, Trustees,

As Lisa noted, the RTC has created five working groups in order to most effectively conduct its work. Each working group has a specific area of focus. I'm pleased to share with you a brief summary of each working group's progress-to-date.

- The Academic Affairs/Teaching & Learning Working Group continues to work with and through the Academic Divisions to adjust fall course offerings so the schedule accurately reflects the modality through which each course section will be delivered. This working group is also exploring various professional development opportunities for faculty.

- The Campus Life & Student Support Services Working Group is identifying high-priority student support services for when migration back to campus is permitted. These high-priority services include the HCCC libraries and computer labs as well as in-person services such as registration, financial aid, bursar, and testing.
- The Health & Safety Working Group is keeping the RTC Task Force apprised of the status of COVID-19 in Hudson County as well as treatment and vaccine development. This group is also working on recommendations regarding personal protective equipment (PPE) needs and other important health and safety protocols.
- The Human Resources Working Group is developing policy and procedure recommendations and providing educational materials to the campus community regarding those policies.
- The Space & Facilities Working Group is identifying the capacity of classrooms and open spaces based on current social distancing guidelines. This group is also working closely with HCCC's Purchasing Department to procure essential items such as hand sanitizers, cleaning supplies, and masks.

Lisa and I are grateful to all of the members of the RTC Task Force for their dedication and expertise.

Thank you for your time this evening, Trustees.

*President Reber resumed his remarks.*

Thank you, Lisa, Heather, and all members of the Return to Campus Task Force, for your strong leadership and planning.

This evening's agenda includes the proposed Fiscal Year 2021 budget. This budget represents diligent planning to reduce expenses and manage a constantly changing financial environment related to the pandemic.

Very importantly, the budget has been developed around planning principles that we have shared and discussed College-wide for the past several months. These principles include:

Reducing administrative and operating expenses in all areas of the College, including a Hiring Freeze, Travel Freeze, and Non-Essential Spending Freeze;

Keeping employees whole to the fullest extent possible, which is also a principle of the United States Department of Education in the CARES Act funding guidelines;

Honoring all contract provisions with internal unions, confidential staff, and external service providers;

Ensuring that financial measures taken do not have a negative impact on enrollment;

Applying CARES Act and other special revenues available to help address pandemic-related expenditure increases and revenue shortfalls; and,

Advocating an increase in FY 2021 Hudson County appropriation.

I thank our Trustee Executive Committee; Finance Committee; Personnel Committee; Cabinet, with a special thanks to Vice President Veronica Zeichner and her team; All College Council; professional associations; and, very notably, County Executive Tom DeGise and the Hudson County Board of Chosen Freeholders. Through the counsel, guidance, and support of all of these community members, we have developed a budget that is balanced, while adhering to conservative financial projections and assumptions.

This evening we thank several of our long-serving colleagues, and several newer colleagues, who are undertaking new or changed responsibilities to support our students and our College.

I have asked Executive Vice President and Provost, Dr. Eric Friedman, to offer remarks about these colleagues.

*Dr. Friedman offered the following remarks.*

Thank you, President Reber. Good Evening Trustees, students, faculty and staff.

Thank you for this opportunity to offer comments and acknowledgements about a few of our colleagues.

First, I would like to recognize Phil Cafasso, who will be returning to the faculty after three years of serving as the Associate Dean of Humanities and Social Sciences. Phil served as Associate Dean at my request and brought stability, increased morale, and the launch of new programs in areas such as Addictions Counseling and Homeland Security. We look forward to working with Phil as he splits his teaching between Culinary Arts labs and his beloved "Food and Culture" class.

I would like to thank Joseph Caniglia for his passionate service as Interim Associate Dean of English and ESL over the last year as we have moved forward with several initiatives including the review of our Developmental English program and our mission critical ESL program. I am sure we will be hearing from him in this venue as he continues his work with the Model UN Program and other student success initiatives. Thank you, Joseph.

I would also like to acknowledge Linda Schultz Whitlock, who retired from HCCC last month after serving as the Director of our Practical Nursing program. Under her leadership, the PN program saw very high retention and student success rates. We offer Linda all of our best wishes upon her retirement.

We welcome Geraldine Kiefer Necklen as the TFT Director of the Practical Nursing Program. Previously, Ms. Necklen worked at Care Point Health and is currently pursuing a Ph.D. in Nursing at Rutgers University.

I would like to welcome Jacquelyn “Jackie” Safont as permanent Director of Accessibility Services. Jackie was previously a TFT and came to us after 19 years with William Paterson University. Of special note, she holds a Juris Doctorate from Syracuse University. She is a welcomed addition to our team.

Alison Wakefield joins the administration coming from the HCCC faculty to fill the Interim Associate Dean of Humanities and Social Sciences role. Alison is part of the Professional Association leadership team and has recently earned an Ed.D. in Educational Leadership, Management, and Policy.

Jenny Bobea will be transitioning on July 1<sup>st</sup> from her role as Lecturer and Coordinator of HCCC’s Honors Program to Associate Dean for English and ESL. She has been with the College for a decade, working in the ESL Department and also serving as the Transitional Program Coordinator. She holds a B.A. in English and an M.A. in Modern European Language; she is currently pursuing an Ed.D. in Community College Leadership at NJCU.

As leader of the English and ESL Division, Jennie will be greeting our most recent tenure awardee, Kathryn Buckley, who is on today’s agenda to earn tenure as an Assistant Professor of English. Congratulations, Kathryn.

*President Reber resumed his remarks.*

Thanks so much, Eric, and many thanks to our valued colleagues.

Finally, I am delighted to share that our graduating students have selected Koral Booth as the 2021 Alumni Representative to the Board of Trustees. She will succeed Abderahim Salhi in November, who is doing such a fine job as this year’s Alumni Representative.

As you are aware, Koral’s scholarship and leadership have been exemplary. She served as a Peer Leader; co-founded the College’s “Later in Life” Club; and is a member of the National Society for Leadership and Success; Sigma Kappa Delta, the National English Honor Society; and many other organizations.

Koral was the recipient of the Community College Opportunity Grant and helped advocate support for community colleges locally and in Trenton. Her picture appears on Hudson County buses in promotion of Hudson County Community College. Koral’s oldest of four boys, Atrell, is also an HCCC student.

Koral graduated last month with a degree in Liberal Arts-English and is pursuing her bachelor degree in communication, with a full scholarship, at Saint Peter’s University beginning this fall. She then plans to pursue a master’s degree in Higher Education Leadership.

Congratulations, Koral! We look forward to your service on our Board next year.

Trustees, this concludes my remarks.

As always, I would be happy to entertain questions or comments.

***Regular Monthly Reports and Recommendations***

1. **The Minutes of the Regular Meeting of May 12, 2020 were approved.**
2. **Gifts, Grants, and Contracts Report - None**

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

1. Resolution Authorizing Construction of Vestibule, Card Access System, and Building Security System for Student Center Project by APS Contracting, Inc. of Paterson, New Jersey, at a cost not to exceed \$204,659.00, was approved.
2. Resolution Authorizing Purchase of Liability & Casualty Insurance for Fiscal Year 2021 from Borden Perlman Salisbury & Kelly Agency of Lawrenceville, New Jersey, at a cost not to exceed \$488,273.00, was approved.
3. Resolution Authorizing Renewal of Campus-Wide Ellucian Software Maintenance Agreement with Ellucian of Fairfax, Virginia, from July 1, 2020 through June 30, 2022, at a cost not to exceed \$724,030.00, was approved.
4. Resolution Authorizing Acceptance of CARES Act funding in the amount of \$518,760, was approved.
5. Resolution Authorizing Agreement between Hudson County Community College and Jersey City Public School Career and Technical Education Department Middle School #40, was approved.
6. Resolution Authorizing Memorandum of Understanding with Innovative Educators, Inc. of Boulder, Colorado, at a cost not to exceed \$11,000.00, was approved.
7. Resolution Authorizing Purchase of Labster Software from Labster, Inc. of New York, New York, to provide the services described herein at a cost not to exceed \$20,000.00, was approved.
8. Resolution Authorizing Renewal of Fiber Maintenance Agreement with Johnston Communications Voice and Data of Kearny, New Jersey, to provide the services as described herein at a cost not to exceed \$258,480.00, was approved.
9. Resolution Authorizing Purchase of Library Services for the HCCC Libraries from Ebsco Information Services of Ipswich, Massachusetts, at a cost not to exceed \$53,500.00, was approved.
10. Resolution Authorizing Purchase of Library and Subscription Services for the HCCC Libraries from Jersey Yankee Peddler of Hopkinton, New Hampshire, at a cost not to exceed \$34,000.00, was approved.
11. Resolution Authorizing Purchase of Webcams from SHI International Corp of Somerset, New Jersey, at a cost not to exceed \$12,000.00, was approved.



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12. Resolution Authorizing Purchase of Computer Equipment, Supplies, and Accessories for the Information Technology Services Department, from SHI International Corp of Somerset, New Jersey, at a cost not to exceed \$34,000.00, was approved.
13. Resolution Authorizing Purchase of Computer Equipment, Supplies, and Accessories for the Information Technology Services Department, from CDW-G of Vernon Hills, Illinois, at a cost not to exceed \$34,000.00, was approved.
14. Resolution Authorizing Purchase of Computer Equipment, Supplies, and Accessories for the Information Technology Services Department from GHA Technologies Inc. of Phoenix, Arizona, at a cost not to exceed \$34,000.00, was approved.
15. Resolution Authorizing Purchase of Computer Equipment, Supplies, and Accessories for the Information Technology Services Department from Dell of Round Rock, Texas, at a cost not to exceed \$34,000.00, was approved.
16. Resolution Authorizing Purchase of Apple iPad Pros and Pencils for Studio Arts and Computer Arts students, from Apple Computer, Inc. of Austin, Texas, at a cost not to exceed \$33,540.00, was approved.
17. Resolution Authorizing Purchase of Laboratory Equipment and Supplies for the STEM Building from VWR of Radnor, Pennsylvania, at a cost not to exceed \$30,000.00, was approved.
18. Resolution Authorizing Purchase of Laboratory Equipment and Supplies for the STEM Building from Fisher Scientific of Hampton, New Hampshire, at a cost not to exceed \$19,000.00, was approved.
19. Resolution Authorizing Media Services (Univision) for Cable Advertisements for FY 2021 with Univision of New York, New York, at a cost not to exceed \$54,500.00, was approved.
20. Resolution Authorizing Media Services Contract for Cable Advertisements for Fiscal Year 2021 with News 12 New Jersey of Edison, New Jersey, at a cost not to exceed \$27,794.00, was approved.
21. Resolution Authorizing Media Services Contract for Cable Advertisements for Fiscal Year 2021 with Altice of Hoboken, New Jersey, at a cost not to exceed \$59,380.00, was approved.
22. Resolution Authorizing Media Services for Cable Advertisements for Fiscal Year 2021 with Comcast Cable of Philadelphia, Pennsylvania, at a cost not to exceed \$48,042.00, was approved.
23. Resolution Authorizing Purchase of Digital Advertisement Services for the Communications Department from Positive Expectations of Belmar, New Jersey, at a cost not to exceed \$34,000.00, was approved.
24. Resolution Authorizing Purchase of Photography Services for the Communications Department from Jersey Pictures of Hackettstown, New Jersey, at a cost not to exceed \$34,000.00, was approved.

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25. Resolution Authorizing Purchase of Video/Podcast Services for the Communications Department from Supermanos Inc. of Upper Pottstown, Pennsylvania, at a cost not to exceed \$55,700.00, was approved.
26. Resolution Authorizing Purchase of Personal Protection Equipment from MSC Industrial Supplies Co. of Melville, New York, at a cost not to exceed \$35,709.00, was approved.
27. Resolution Authorizing Purchase of Medical Equipment from Pocket Nurse of Monaca, Pennsylvania, at a cost not to exceed \$20,534.00, was approved.
28. Resolution Authorizing Approval of the Operating Budget for Fiscal Year 2021, 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 the Director, Practical Nursing Program, was accepted.
2. Staff were appointed to the following Full-time positions: Associate Dean of English & ESL; Director, Office of Accessibility Services.
3. The Return to Faculty Position for a Tenured Professor was approved.
4. The Appointment of Temporary Full-time Faculty Fall 2020: Instructor, Mathematics (Non-tenured), was approved.
5. Appointments were approved for the following Temporary Full-time Staff assignments through December 31, 2020: Interim Program Director, Practical Nursing; Interim Associate Dean of Social Sciences and Humanities.
6. Tenure conferred upon a faculty member at the rank of Assistant Professor, was approved.
7. Reappointments of Full-time Lecturers, Academic Year 2020-2021, were approved.
8. Appointments of Part-time Staff through June 2021, as needed, were approved.
9. Resolution Extending the Hours of External Consultant Jane Scimeca, Professor of History at Brookdale Community College, for the 2019-20 Tenure Appeal Committee for Hudson County Community College, at a cost not to exceed \$1,470.00, was approved.
10. Resolution Authorizing the Extension of the Award of Program Coordination and Workshop Facilitation Consultant Services for Continuing Education and Workforce Development to AJB Events, LLC, at a cost not to exceed \$6,000.00, was approved.
11. Resolution Approving the Policy on Flexible Work Arrangements was approved.

The following actions were taken regarding **academic and student affairs** as brought forward by the Academic and Student Affairs Committee.

1. Resolution to Approve an Option in Public Health to the existing Associate of Science in Health Services (60 credits) [CIP Code: 51.2208], was approved.

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The following updates and statements were made during **new business**:

Chairman Netchert confirmed that the second Board of School Estimate meeting is scheduled for June 16, 2020, at 12:00 p.m.

*Trustee Lee made the following statement:*

Due to a conflict, I was not able to participate in the College's June 3 Virtual Town Hall concerning the death of George Floyd. I want to thank President Reber for coordinating it and Trustee Gardner for her participation. Relative to not only the death of George Floyd, but the death of George Floyd as a catalyst for the racism and police brutality that African Americans in particular have suffered during the course of the history of this country, and more specifically and acutely, over the past few years, has been made mainstream by virtue of technology, smartphones, etc.

And also, quite frankly, as the result of COVID 19, people are home having the opportunity to spend more time thinking, considering, and witnessing some of these instances that have happened. There has been a new saying floating around social media that this country is currently under two threats -- one is COVID 19, and the other is racism. It is unfortunate in this regard, that the African-American community has borne the brunt of it: George Floyd, Ahmad Arbery, Breonna Taylor, Sandra Bland, Tamir Rice, Trayvon Martin, Eric Gardner, Philando Castile, the list goes on and on.

I am pleased that this College has taken a position on it. Not only taking a position on it by providing an ideological statement, but also through action and becoming involved with the struggle to erase it. Historically, it's been largely the African-American community that has carried the brunt of the sweat equity toward trying to eradicate systemic racism in this country, at least as it pertains to the physical and violent racism that's in the African-American community. I am somewhat surprised, but very, very pleased to see the protests and statements that are being made in the streets and news media throughout this country by diverse crowds, and in many instances on TV, crowds that are not predominately African-American.

I just felt deep down that I wanted to make a statement on the record to recognize our President's willingness to step into the breach and make a definitive statement and take action in that regard and also to take action that has preexisted this particular incident by virtue of his willingness to meet with the NAACP, and by virtue of his willingness and determination to create the President's Advisory Council on Diversity, Equity and Inclusion. I am very appreciative of that. There is still a lot of work to be done. I felt it was important that the name of George Floyd be said as part of our meeting, and that I recognize that and the Black Lives movement, which I completely support.

Again, I am pleased to see this College's approach to what has been going on in this country as of late. We have been putting in work prior to these current social up-rises. We still have a lot of work to do and a long way to go, and I look forward to continuing to participate in that work, both as a member of this board and in my personal life.

Thank you.

The **meeting was adjourned** at 5:45 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.