

**Summary of Proceedings**  
**Meeting of the Board of Trustees**  
**Tuesday, August 8, 2023**  
**5:00 p.m., In-person and via Zoom**

**Trustees Present:** Edward DeFazio; Joseph Doria; Pamela Gardner (Secretary/Treasurer); Roberta Kenny; William Netchert (Chair); Jeanette Peña; Christopher Reber; Silvia Rodriguez; and Harold Stahl.

**Trustees Absent:** Frank Gargiulo; Bakari Lee (Vice Chair); Daniel Menendez (Student Alumni Representative)

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

**Report:**

**1. Student Government Association President's Report**

*Student Government Association Vice President, Shehzina Ali, offered the following report.*

Good evening, trustees, faculty, staff, and students. My name is Shehzina Ali. Our Student Government Association (SGA) President could not be here today. As Vice President of SGA for the Journal Square Campus, I am taking the lead in this meeting. I am majoring in Early Childhood Education and aspire to become a preschool teacher someday. My ethnicity is South Asian, and I am a proud Pakistani. Here are the following updates.

At the end of spring 2023, seven Executive Board members were elected, alongside a returning member. Since then, we trained with the former SGA president and the past Executive Board members to help us become better equipped for our new roles. They taught us how to lead meetings and town halls, the steps and processes it takes to host events, and what is needed for our committee meetings, among other items.

We held virtual meetings at the beginning of the summer to further discuss our plans. We talked about different events we wanted to offer in the fall and spring semesters. These include a back-to-school kickoff, winter festival, and a multicultural event just to name a few. We also met with one of our advisors, Veronica Gerosimo, to ask questions and further discuss events.

From there, we began preparing our budget proposal for submission. Our Director of Finance, Brandon Johnson, took the lead on creating our proposal with support from fellow Executive Board members. We successfully submitted the budget proposal on time and are now awaiting approval to get started with the event plans for fall.

Moving forward, our next Executive Board meeting will be held on August 21, in person, to make decisions on events, future meetings, and other technicalities including Microsoft Teams, social media, and Involved pages, before the fall semester starts.

These are all the updates we have to present for now. Thank you for listening. We look forward to seeing you soon, and have a great rest of your meeting.

## **2. All College Council Chair's Report**

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

Good evening, trustees.

My name is Dr. Christopher Cody, and I am the newly elected All College Council (ACC) Chair, along with Vice Chair Raffi Manjikian and Secretary Sarah Teichman. We are very excited to begin our ACC administration. We'd like to thank the outgoing administration: Dr. Peter Cronrath, Professor Sharon Daughtry, and Professor Karen Galli, for their hard work and efforts during the past two years.

It's an honor to be working with all of you. I'm from this area, having been born in New York City and growing up in Middletown, New Jersey. I currently live in Brooklyn with my wife, Olivia and two sons, Adrian, who is five years old, and Miles, who is three. I have my B.A. in History from the University of Vermont, my M.A. in History from Northeastern University in Boston, and my Ph.D. in History from St. John's University in Queens. I've been teaching here since 2019 as a history instructor and am excited to serve the college in my new position as the ACC Chair.

The ACC Vice-Chair is Professor Raffi Manjikian, an instructor in the School of STEM who truly embodies the phrase "Hudson is Home." Raffi primarily teaches chemistry, and, in addition to his teaching duties, serves on multiple committees and is the Co-Chair of the President's Advisory Council on Diversity, Equity and Inclusion (PACDEI). Raffi is a New Jersey native, having grown up in Bergen County, New Jersey, and currently living in Hudson County. He earned his B.S. in Chemistry at Seton Hall, his M.S. in Chemistry at Seton Hall, and he is currently working on his Ph.D. in Health Science at Seton Hall.

The ACC Secretary, Sarah Teichman, serves HCCC as a librarian at the North Hudson Campus. She has been with HCCC since 2019. Sarah grew up in West Orange, NJ. She went to Smith College in Northampton, MA, for her bachelor's degree and Rutgers University in New Brunswick for her Master of Library and Information Science. She is now finishing a second master's degree in Educational Technology from Boise State University. In her work at the library, Sarah is instrumental in facilitating student success. I know this because Sarah comes to speak with my students every semester about the skills they need and the tools and resources the college must use to enable their success.

I can speak for all three of us when we say that we are honored to be working with you. One initiative we want to instill is to put the "All" back into All College Council. To that end, we will strive to work collaboratively and progressively as a voice to advance our college's goals of student success and Diversity, Equity and Inclusion (DEI). We welcome feedback, thoughts, comments, suggestions, and ideas from all members of the college community. To facilitate this process, we will be holding an ACC retreat on Wednesday, August 16, from 11 a.m. to 2 p.m. in the Culinary Building in the Johnston Room. This will provide an opportunity to hear from our subcommittees and collectively define our goals and aspirations for the upcoming academic year.

Thank you, everyone, and we look forward to working together in the upcoming academic year!

## **3. President's Report**

*President Reber offered the following remarks.*

Good evening, trustees, colleagues, and students.

We learned recently of the passing of Hudson County Community College math tutor and alumnus, Omar Pershad; and Gloria Doria, sister of Trustee Joseph Doria. Please join me in a moment of silence for Omar, Gloria, their families and loved ones.

*Moment of Silence.*

Thank you.

It's great to be back together again after our July break! It's also exciting to be approaching our new academic year.

Shehzina and Chris, thank you for your reports, and welcome to your new positions as Vice President of SGA, and as Chair of the ACC, respectively.

Shehzina is representing new SGA President Lisa Camacho, who will join us at our September meeting. Shehzina is majoring in Early Childhood Education.

Dr. Christopher Cody joined our HCCC family one year ago as a member of the full-time faculty, teaching history, following several years as an adjunct faculty member. He is involved in many areas of the College and is widely respected for his outstanding teaching, scholarship, and service. Dr. Cody, we look forward to your leadership as the new ACC Chair, and your participation in Trustee meetings during the coming year.

We all learned late last week that Trustee Bakari Lee has been selected to receive the Association of Community College Trustees (ACCT) Northeast Regional Trustee Leadership Award. Bakari will be recognized at the annual ACCT Leadership Congress in Las Vegas in early October, and he is a candidate for the national M. Dale Ensign Trustee Leadership Award that will be announced at the Awards Gala in Las Vegas. A strong contingent of HCCC family members will attend the Leadership Congress and celebrate Bakari and his legendary accomplishments.

As you all are aware, the New Jersey Council of County Colleges also recognized Bakari in June with the Ronald D. Winthers Community College Trustee Leadership Award. There will be many representatives of New Jersey's 18 community colleges in Las Vegas to celebrate Bakari as well.

Bakari is on vacation, but we congratulate him in absentia and hope his ears are burning, so to speak. Trustee Lee's recognition is a great point of pride for Hudson County Community College!

Trustees, at your seats this evening is a printed copy of my 2022-23 Annual Report of College Goals and Outcomes Under My Leadership, which you also received electronically late last week. Trustees who are joining virtually will receive a printed copy in the mail. We take stock of the phenomenal achievements of the HCCC family during 2022-23, which are the outcomes of the engagement and contributions of everyone.

Thank you, trustees, for your leadership, guidance, advocacy, and support that make possible all of these points of pride – and milestones reached – in living and breathing our mission of service to students and the community. We begin the 2023-24 academic year in a very strong position for continuous improvement and reaching new levels of excellence.

This evening, I have invited Dr. Paula Roberson to discuss her leadership for inspirational initiatives and outcomes of the Center for Teaching, Learning, and Innovation. Welcome and thank you for joining us, Paula!

I have invited Dr. Darryl Jones to introduce Dr. Roberson.

*Dr. Darryl Jones Introduces Dr. Paula Roberson*

Good afternoon, trustees. It is always a pleasure to see you and to address important issues. I am excited about this afternoon's presentation, which Dr. Paula Roberson will facilitate.

In 2019, Dr. Roberson became Director of the Center for Teaching, Learning and Innovation (CTLI). Since that time, she has been an inspiring and dedicated leader. The advancement of the Center is a result of her laser-focused attention to the Center's professional development activities and the opportunities they provide for the entire Hudson County Community College family. This afternoon, you will hear about the successes of the Center that include the college's participation in the Association of College and University Educators, which we refer to as ACUE. ACUE is a nationally recognized credential for our faculty.

You will also hear about the exciting monthly professional development workshops offered continuously through the Center, and, of course, you will hear about the highly successful annual Teaching and Learning Symposium on Social Justice in Higher Education that continues to grow its offerings, and also participants from colleges and universities across the country and beyond.

*Dr. Paula Roberson presented on [The Center for Teaching, Learning, and Innovation](#)*

*Dr. Paula Roberson offered remarks.*

Good afternoon, trustees, Dr. Reber, Dr. Jones, colleagues, and friends. It's my pleasure to share with you how the CTLI is leading, and learning forward at HCCC.

First of all, I would like to acknowledge the very first public official who supported the CTLI by offering a welcome at our first symposium, Lieutenant Governor Sheila Oliver. We are all saddened by her passing.

On our Advisory Board, we have full- and part-time faculty. We have members from Passaic County Community College, Middlesex County College, New Jersey City University, Rutgers University New Brunswick, Princeton University, the Bayard Rustin Center for Social Justice, and our founding members, Columbia University and Raritan Valley Community College. I'm grateful for their continuous support.

Our educational partner is the Association of College and University Educators, also known as ACUE. We have 58 faculty members to date who have participated and earned a year-long ACUE certificate or micro-credential. Those who have completed micro-credentials also have the opportunity to grow them into a year-long certificate.

In January 2024, we will have access to an ACUE Course Facilitator. The participants will be able to review their work at all times, their transcript, and participate in the ACUE Professional Learning Community.

Our external partners have shown HCCC support, including Temple University's Dr. Valerie Dudley, who conducted a workshop on inclusive teaching strategies at our College Service Day. Carol Watchler from the Bayard Rustin Center offered LGBTQ+ Inclusion Strategies, also at College Service Day. Members of the Diversity Action Alliance, which is a national organization of CEOs, came together to put forth and share their Diversity, Equity and Inclusion (DEI) agenda. And, coming soon, we will launch a collaboration with Passaic County Community College.

Each semester, we offer adjunct faculty professional development in two phases. The first phase is for those faculty who have completed one semester. The second phase is for those who have completed at least five semesters. Offerings include the Mission and Goals of HCCC, Diversity in the Classroom, Classroom Management, and Writing Across the Disciplines/Designing Assignments, to name a few.

These course offerings are taught by full-time faculty. Upon successful completion of each phase, adjunct faculty receive a monetary incentive the following semester.

In February 2022, our very first Teaching and Learning Symposium on Social Justice in Higher Education took place, and 47 Colleges from seven states attended. It was a pleasant surprise to see how successful and how well it was received.

For the February 2023 symposium, participants from two-thirds of the country attended; from 34 states, 132 colleges, two international colleges (County College of Jamaica and the University of West Indies), and 32 social, civil, and municipal agencies from across the country. 785 people enrolled but there were people who joined because they had the link, so there was a minimum of 1,000 people who attended this symposium.

In 2024, many collaborations are planned. The culturally responsive curriculum consultant at Passaic County Community College invited me to work with her on the Right to Read collaborative. It's about literacy justice for K to 12, in which literacy is the key to science, math, reading, and everything you need in college. We will collaborate to show the film, "The Right to Read", which LeVar Burton executively produced. He's presenting in secondary and primary schools across the country, and we endeavor to make that link within our cities and community agencies in Paterson and Jersey City.

The second collaboration will be on *The Cure for Hate*. *The Cure for Hate* is a book written by Tony McAleer, a former white supremacist who had a change of heart and a change of mind. An award-winning film on this book came out this year, directed by Peter Hutchinson. They have a grant to work with secondary schools about *The Cure for Hate*. We would like to facilitate that process for him by forming this collaboration.

Another new collaborative is *The Role of the Faith Leader in Social Justice*. You can't have civil rights or social justice movements without involving faith leaders. We will have a panel discussion of three faith leaders who will talk for an hour about their role in social justice initiatives, including Rev. Keith Davis of Camden, New Jersey.

We have invited Helio Fred Garcia, who wrote *Words on Fire*. He's presenting his workshop on the power of incendiary language and how to control it. Fred is the President of Logos Consulting Firm in New York, teaches the executive master's degree program at Columbia University, and teaches crisis communication. The second author we have engaged is Mark Talley. He's the author of *5/14: The Day the Devil Came to Buffalo*, and the President of Agents of Advocacy. His mother, Geraldine C. Talley, was slain in the Buffalo massacre early last year.

Please save these dates: Monday, February 26, 2024, through Friday, March 1, 2024. We're working on a panel discussion with three city mayors for social justice initiatives in their towns. The cities may be Paterson, Newark, and Jersey City and include a discussion of environmental initiatives, social justice, housing, and other initiatives that are taking place in their city. We have our own librarian working on a session for banned books across the country. We also have a faculty committee this year as the Social Justice Symposium has been institutionalized.

I'm working with very fine and good people. I consider them my friends, and it's going to be great this year. Thank you, Dr. Reber and Dr. Jones, for trusting and having faith in me.

*President Reber resumed his remarks.*

Dr. Roberson, thank you for your strong leadership and your many contributions to HCCC's mission. This symposium has become a national hallmark of Hudson County Community College.

Trustees, this concludes my report.

**Regular Monthly Reports and Recommendations**

**1. The Minutes of the Regular Meeting of June 13, 2023 were approved.**

**2. Gifts, Grants, and Contracts Report**

*Hudson County Community College has received the following grants:*

**Title:** Perkins V – Strengthening Career and Technical Education for the 21st Century

**Agency:** New Jersey Department of Education

**Purpose of Grant:** FY'24 Perkins Grant allocation to be utilized for direct instructional support of HCCC Career and Technical Education Programs.

**College Administrator:** Nydia James

**College Contribution:** \$0

**Award Amount:** \$1,441,365

**Title:** Jersey City Oral History at HCCC

**Agency:** New Jersey Council for the Humanities

**Purpose of Grant:** Hudson County Community College will carry out an oral history project to document the dramatic changes that have impacted Jersey City and surrounding communities.

**College Administrator:** Sean Egan

**College Contribution:** \$0

**Award Amount:** \$14,960

**Title:** PSEG-Funded Scholarships for HCCC Students

**Agency:** PSEG Foundation

**Purpose of Grant:** Strategically focused scholarships to support students in good academic standing who face financial hurdles that will prevent them from finishing their degree.

**College Administrator:** Nicole Johnson

**College Contribution:** \$0

**Award Amount:** \$5,000

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 Awarding Contract for Wayfinding Services to be funded through Chapter 12 at a cost not to exceed \$1,039,000, was approved.
2. Resolution Rejecting All Bids for Award of Contract for 119 Newkirk Street Demolition, and to again publicly advertise for bids, was approved.

3. Resolution Approving Architectural and Engineering Services On-Call List to be awarded to all proposers was approved.
4. Resolution Authorizing Purchase of Turnkey Replacements for 870 Bergen Avenue Mezzanine HVAC Units, to be funded through Chapter 12 at a cost not to exceed \$158,857 was approved.
5. Resolution Authorizing Award of Contract for Ground Maintenance Services at the Journal Square and North Hudson campuses to be funded from the operating budget at a cost not to exceed \$46,475 was approved.
6. Resolution Authorizing Purchase of Elevator Annunciators to be funded through Chapter 12 at a cost not to exceed \$69,825 was approved.
7. Resolution Authorizing Purchase of Replacement Computers to be funded from the operating budget at a cost not to exceed \$360,996 was approved.
8. Resolution Authorizing Renewal of Telephone System Maintenance Agreement to be funded from the operating budget at a cost not to exceed \$68,640 was approved.
9. Resolution Authorizing Renewal of Smart Net Maintenance and Technical Support to be funded from the operating budget at a cost not to exceed \$196,901 was approved.
10. Resolution Authorizing Renewal of Siteimprove for Website Support to be funded from the operating budget at a cost not to exceed \$49,784 was approved.
11. Resolution Authorizing Renewal of Dark Web Vulnerability Scan Software to be funded from the operating budget at a cost not to exceed \$43,875 was approved.
12. Resolution Authorizing Renewal of College Campus-Wide Software License Agreement to be funded from the operating budget at a cost not to exceed \$91,765 was approved.
13. Resolution Authorizing Renewal of Contract for Dental Insurance at a total cost not to exceed \$337,928 for the two (2) year term was approved.
14. Resolution Authorizing Renewal of Contract with WW Grainger for Office of Facilities Supplies and Equipment to be funded from the operating budget at a cost not to exceed \$85,000 was approved.
15. Resolution Authorizing Renewal of Subscription Services for Gabert Library to be funded from the operating budget at a cost not to exceed \$83,969 was approved.
16. Resolution Authorizing Renewal of Achieving the Dream contract to be funded from the operating budget at a cost not to exceed \$60,500 was approved.
17. Resolution Authorizing Purchasing Bid Threshold for Fiscal Year 2024 for the performance of any work or the furnishing of hiring materials or supplies, the cost or price of which does not exceed \$41,600 was approved.
18. 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 \$180 per academic term, per student, was approved.
19. Resolution Authorizing Renewal of Review and Testing Course for Practical Nursing Program to be funded by the Carl D. Perkins Grant at a cost not to exceed \$125 per academic term, per student, was approved.

20. Resolution Authorizing Increase in Contract for Purchase of Dairy Products Approved Under Resolution #8 at November 22, 2022 Board of Trustees Meeting, to a total amount not to exceed \$93,174 was approved.
21. Resolution Authorizing Purchase of Point of Sale Systems for the North Hudson Café Project to be funded from the American Rescue Plan (ARP) Grant at a cost not to exceed \$70,544 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 two Academic Counselors and a Skills Simulation Lab Coordinator were accepted.
2. Appointments of Full-time Staff were approved.
3. Appointments of Temporary Full-time Staff were approved.
4. Appointments of Full-time Faculty were approved.
5. Appointments of Temporary Full-time Faculty were approved.
6. Authorizations of Part-time Staff through August 2024, as needed, were approved.
7. Appointments of New Hire Adjunct Instructors were approved.

8. The following Modifications to the Staffing Table were approved:

<b>Current Approved Title</b>	<b>New Title</b>	<b>Incumbent (If applicable)</b>	<b>Salary Grade and Salary Adjustment (If applicable)</b>	<b>Effective Date</b>
Executive Assistant to the Vice President for Finance	Senior Executive Assistant	Christopher Ciely	Salary Adjustment From: \$69,114 To: \$76,914	August 16, 2023
Dean, Academic Affairs and Assessment	Associate Vice President, Academic Affairs and Assessment	Heather DeVries	Salary Adjustment From: \$127,785.40 To: \$140,000	August 16, 2023
Associate Director, Human Resources (Benefits)	Director of Benefits and Compensation	Carmen McGuire	Salary Grade Change From: 115 to 117 Salary Change From: \$67,529 To: \$75,529	August 16, 2023
Director, Center for Teaching, Learning, and Innovation	Classification Change From: Director I To: Director II	Paula Roberson	Salary Grade Change From: 117 to 119 Salary Change From: \$74,585 To: \$84,900	August 16, 2023
Coordinator, Human Resources	Assistant Director, Human Resources (Recruitment)	Stephanie Sergeant	Salary Grade Change From: 109 to 113 Salary Change From: \$47,751 To: \$54,751	August 16, 2023



Assistant Director, Human Resources (HRIS)	Associate Director, Human Resources Information Systems	N/A	Salary Grade Change From 113 to 115	August 9, 2023
Director of Faculty and Staff Development	Classification Change From: Director II To: Director I	N/A	Salary Grade Change From 119 to 117	August 9, 2023
Executive Assistant, Advancement	Advancement Operations Manager	N/A	Salary Grade 117	August 9, 2023

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

1. Resolution Authorizing Renewal of Affiliation Agreement Between Hudson County Community College (HCCC) and IJKG Opco LLC d/b/a CarePoint Health – Bayonne Medical Center for Clinical Experiences in Radiography was approved.
2. Resolution Authorizing Renewal of Affiliation Agreement Between Hudson County Community College (HCCC) and Hudson Hospital Opco LLC d/b/a CarePoint Health – Christ Hospital for Clinical Experiences in Radiography was approved.
3. Resolution Authorizing Renewal of Affiliation Agreement Between Hudson County Community College (HCCC) and HUMCO Opco LLC d/b/a CarePoint Health – Hoboken University Medical Center for Clinical Experiences in Radiography was approved.
4. Resolution Authorizing Renewal of Affiliation Agreement Between Hudson County Community College (HCCC) and New Jersey Imaging Partners, Inc. for Clinical Experiences in Radiography was approved.
5. Resolution Authorizing Renewal of Affiliation Agreement Between Hudson County Community College (HCCC) and Riverside Medical Management, LLC d/b/a Riverside Medical Group for Clinical Experiences in Radiography was approved.
6. Resolution Authorizing Renewal of Affiliation Agreement Between Hudson County Community College (HCCC) and Richmond University Medical Center for Clinical Experiences in Radiography was approved.
7. Resolution Authorizing Renewal of Affiliation Agreement Between Hudson County Community College (HCCC) and IJKG Opco LLC d/b/a CarePoint Health – Bayonne Medical Center for Clinical Experiences in Practical Nursing was approved.
8. Resolution Authorizing Renewal of Affiliation Agreement Between Hudson County Community College (HCCC) and Alaris Health at Hamilton Park for Clinical Experiences for Students Enrolled in the Enhanced Certified Nurse Aide Program was approved.
9. Resolution Authorizing Affiliation Agreement Between Hudson County Community College (HCCC) and ManhattanView Center for Rehabilitation and Healthcare for Clinical Experiences for Students Enrolled in the Enhanced Certified Nurse Aide Program was approved.
10. Resolution Authorizing Memorandum of Understanding Between Hudson County Community College and Cannabis Connoisseur was approved.

11. Proposed Agreement Between Hudson County Community College (HCCC) and CVS Pharmacy, Inc. for Externship Training Experiences for Students Enrolled in the Healthcare Support Staff Program was approved.
12. Resolution Authorizing Agreement Between Hudson County Community College (HCCC) and Nutley Board of Education for the Delivery of Culinary Arts Instruction for Academic Year 2023-24 was approved.

The **meeting was adjourned** at 5:30 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.