

**Summary of Proceedings at the Meeting of the
Board of Trustees
August 16, 2011
5:00 p.m.
Mary T. Norton Room, 70 Sip Avenue
Jersey City, New Jersey**

Trustees present were: Karen A. Fahrenholz; James Fife; Dr. Glen Gabert (ex officio); Joanne Kosakowski; Bakari Gerald Lee (Secretary/Treasurer); William Netchert (Chairman); Adrienne Sires, (Vice Chair); Katia Stack and Alfred Zampella.

Trustees not present were: Roberta Kenny and Aja Moore (Student Alumni Representative)

Call to order: The meeting was called to order by Chairman Netchert at 5:00 p.m.

Comments from the Public:

Cathie Seidman, Coordinator of Criminal Justice and a member of the Professional Association bargaining team commented on the current issues related to negotiations; paying into health care benefits; and the 2012-2013 Academic Calendar.

Lloyd Kahn, Professor of Life Science and President of the Professional Association said his principal desire was to negotiate a viable contract.

College Counsel Sean Dias noted, for the record, that discussions of issues subject to negotiations should be limited to the bargaining table.

Awards, Recognitions and Special Reports:

Dr. Gabert noted on the following:

- Registration has begun at the new North Hudson Higher Education Center in Union City.
- The North Hudson Higher Education Center Grand Opening is scheduled for , September 28th

(continued...)

- The College In-Service will be on August 18th and Convocation on August 19th

The trustees **approved the minutes** of their meeting of June 14, 2011.

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

- The award of a contract for benefits consulting services FY2012 was awarded to Alamo Insurance Group of North Bergen, New Jersey in the amount of \$35,000.00.
- The renewal of the College Dental Care Plan for FY2012 and FY2013 with Delta Dental of Parsippany, New Jersey was approved in the amount of \$232,567.00.
- The award of auditing services for Fiscal Year ending June 30, 2011 was approved and awarded to Daley & Sullivan of Livingston, New Jersey in the amount \$60,000.00.
- The renewal of library/LRC periodical, serial and journal subscriptions for FY 2012 with EBSCO of Tenafly, New Jersey was approved in the amount of \$19,038.13.
- The purchase of elevator maintenance service for FY 2012 was approved and awarded to Thyseenkrupp Elevator of Cranford, New Jersey in the amount of \$22,308.00.
- The renewal of annual software maintenance vendor agreement for FY 2012 with Datatel of Fairfax, Virginia was approved in the amount of \$275,000.00.
- The designation of a movie theater tickets vendor for FY 2012 was awarded to American Multi Cinema, Inc. of Chicago, Illinois.
- The purchase of liability and casualty insurance for FY 2012 was approved and awarded to Borden Periman Insurance Brokers of Lawrenceville, New Jersey in the amount of \$267,859.00.
- The renewal of an on-call list for architectural/engineering services for FY 2012 was approved.
- The renewal of student accident and sickness insurance program for FY 2012 with Groseclose Associates of Skillman, New Jersey was approved.
- A rental room location agreement between Hudson County Community College, Compass Group USA d/b/a/ FLIK International Corp. and O Positive was approved.

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- The Amendment Two to Management Agreement (dated March 1, 2011) between Hudson County Community College and Compass Group USA d/b/a/ FLIK International Corp. was approved. (It references negotiations between FLIK and O Positive Producer, allowing the Producer to use additional facilities outside of the Culinary Conference Center.)
- The reports of the Facilities Ad Hoc Committee for its meetings of April 6, 2011 and June 14, 2011 were accepted for inclusion in the record.

The following actions were taken concerning **personnel recommendations** brought forward by the Administration:

- The retirements of an Instructor, Business and a Vice President of Academic Affairs were accepted.
- The following resignations were accepted: (3) Counselors; Head Tutor-English; Human Resources Assistant; Administrative Assistant; and Associate Professor.
- Staff were appointed to the following full-time job titles: Instructor, Accounting; Counselor; Academic Lab Manager; Librarian (NHC); and Library Clerical Assistant-Patron Services (NHC).
- Staff were appointed to the following temporary job titles: Instructors – (3) English; (2) ESL; (1) Psychology; and (1) Chemistry.
- A temporary consultant assignment to assess the current ceramics lab (North Hudson Campus) was approved.
- Modifications were made to the Staffing Table effective August 16, 2011.
- Persons were approved for inclusion on the list of those authorized for part-time employment.
- The Hudson County Community College Non-Discrimination/Anti-Harassment Policy was reaffirmed for another year as required by the policy.
- The appointment of Adjunct Faculty Pool for the 2011-2012 Academic Year was approved.

The following actions were taken concerning **academic and student affairs**:

- The rental of New Jersey City University's Laboratory for HCCC Microbiology Classes was approved.

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- Renewal of a Separate Memorandum of Understanding was approved between: HCCC and Bayonne Medical Center School of Nursing and (B) HCCC and Christ Hospital School of Nursing for the AS Cooperative Nursing Program; and (C) HCCC and Liberty Health Care System – Jersey City Medical Center for the ASS and Certificate paramedic Science Program.
- “Affiliate Faculty” Status approved for: **(A)** the Nursing Instructors at Bayonne Medical Center School of Nursing and Christ Hospital School of Nursing – partner institutions for HCCC’s A.S. Cooperative Nursing Program; and for **(B)** the Paramedic Science Instructors at Jersey City Medical Center, partner institution for HCCC’s A.A.S/Certificate Paramedic Science Programs.
- The Academic Calendar for AY 2012-2013 (Fall 2012, Spring & Summer 2013) was approved.

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

The minutes of the Board of Trustees, upon approval, are available in the College Library, the President’s Office and on the College website.