

**Summary of Proceedings**  
**Reorganization Meeting and Regular Meeting of the**  
**Board of Trustees**  
**Tuesday, November 22, 2022**  
**5:00 p.m., In-person and via Zoom**

**Trustees Present:** Joseph Doria; Pamela Gardner; Frank Gargiulo; Roberta Kenny; Bakari Lee (Vice Chair); Daniel Menendez (Student Alumni Representative); William Netchert (Chair); Jeanette Peña; Christopher Reber; Silvia Rodriguez; and Harold Stahl.

**Trustees Absent:** Karen Fahrenholz (Secretary/Treasurer)

**Annual Reorganization Meeting Call to Order:** The annual reorganization meeting was called to order by Chairman Netchert at 5:00 p.m.

**Alumni/Student Representative:** Daniel Menendez was sworn in as the new Student Alumni Representative to the Board of Trustees.

The following **Trustees were Elected as Board Officers** for the term extending through November 2023: William Netchert, Chair; Bakari Lee, Vice Chair; and Karen Fahrenholz, Secretary/Treasurer.

**The Board Approved its Regular Meeting Schedule through November 2023.** Meetings were scheduled for January 17, February 21, March 21, April 11, May 9, June 13, August 8, September 12, October 17, and November 21.

Chairman Netchert announced that the appointments to the following Board Committees would remain the same for 2023. Trustees wishing to consider a change in committee assignment should consult Chairman Netchert.

***Members of Standing Committees and Ad Hoc Committees of the Board of Trustees for 2023***

***Executive Committee***

William Netchert (Chair)  
Bakari Lee (Vice Chair)  
Karen Fahrenholz (Secretary/Treasurer)

***Personnel Committee***

Karen Fahrenholz (Chair)  
Joseph Doria  
Pamela Gardner  
Harold Stahl

**Academic and Student Affairs Committee**

Pamela Gardner (Chair)  
Frank Gargiulo  
Roberta Kenny  
Silvia Rodriguez  
Daniel Menendez, Student Alumni Representative

**Capital Projects Advisory Committee**

William Netchert (Chair)  
Bakari Lee  
Jeanette Peña  
Harold Stahl

**Finance Committee**

Bakari Lee (Chair)  
Joseph Doria  
Karen Fahrenholz  
Jeanette Peña

**College Commencement Committee Liaisons**

Bakari Lee  
Frank Gargiulo  
Daniel Menendez, Student Alumni Representative

**Foundation Liaison**

Karen Fahrenholz

Ad Hoc Committees will be formed as needed

A Resolution authorizing the renewal of **Real Estate Counsel Services** for 2022-23 to Connell Foley LLP of Jersey City, New Jersey, was approved.

A Resolution authorizing the renewal of **General Legal Counsel Services** for 2022-23 to Scarinci Hollenbeck, LLC of Little Falls, New Jersey, was approved.

A Resolution authorizing a new contract of **Redevelopment Legal Counsel Services** for 2022-23 to McManimon, Scotland & Baumann, LLC, was approved.

The reorganization meeting was then adjourned and the trustees immediately reconvened to conduct the **Regular Monthly Business Meeting**.

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

**Report:**

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

*Student Government Association President, Sally Elwir, offered the following report.*

Hello, Trustees. I hope everyone is doing well.

Over the course of the last month, the Student Government Association (SGA) has been up to a lot!

We hosted "Tea with the Faculty and Staff," and Professor Raffi Manjikian was our guest. Professor Manjikian is a huge supporter of SGA and even lent a helping hand promoting our events!

We hosted our first on-campus dance in over three years, the Halloween Dance, on October 28 at the Culinary Conference Center. There were food, games, a costume contest, music, and dancing. FLIK's food was delicious, and the desserts were decorated with a Halloween theme! The event was a great success, with over 130 students attending. Students have asked for more events like these, which we look forward to hosting next semester.

On November 4, Student Life and Leadership, DEI Cultural Affairs, and SGA hosted the International Fashion Show organized by Paulina Sonza, Yasmeen Abdelaziz, and myself. In the show, 12 countries were presented, including the Philippines, Argentina, Jamaica, China, India, and Italy. Criminal Justice Professor Jonathan Cabrera was the MC. We handed our guests gift bags and passport workbooks where they could perform a task for each country while looking at the great souvenirs the countries offer.

We have our last Town Hall Meeting of the semester on November 30 at the North Hudson Campus, where we will speak with students to update them on college matters. We will be hosting a Winter Fest on December 2 at the Journal Square Campus and December 7 at the North Hudson Campus. We will have snow globes, portraits, DIY scarves, blank ornaments to color, DIY hot cocoa pack, and an ugly sweater contest!

Ensuring that we keep the "government" in SGA and serving as the student's voice, our executive board members have been actively serving on All College Council committees, Enrollment Management Council, Athletics Task Force, and the President's Advisory Council on Diversity, Equity, and Inclusion.

We have reconvened meetings with SGAs from NJ Community Colleges and have met twice. We have heard about the great work other SGAs are doing and are inspired and motivated by their work. We have also had conversations on areas that impact all, such as how our SGA is structured, SGA elections, free sanitary products for students, campus-wide prayer spaces, and bringing back traditions and student involvement in a post-COVID world. We will meet once more before the end of the year and continue with meetings in the spring. We discussed plans to hold a state-wide training/conference for all NJ community colleges.

We continue to support our student-led clubs and honor societies and held our last Inter-Club Council Meeting for the semester.

- The Latin Society hosted a Latin Heritage Fashion Show at the North Hudson Campus and a Paint Night. They created and displayed an Ofrenda Altar in recognition of Día De Los Muertos, remembering and celebrating loved ones who have passed.
- The Environmental Club has been volunteering to clean up the streets of Journal Square and will be moderating an upcoming STEM Faculty Panel.
- The Criminal Justice Club hosted a self-defense class and plans to visit the Eastern State Penitentiary next semester.
- The PACDEI Student Action Group, led by our Diversity, Equity and Inclusion Director, is advocating the addition of Eid as a holiday on the academic calendar, hosted a Meet and Greet event, and a self-defense class.
- Phi Theta Kappa President Ella Mukasa has done an outstanding job leading us to complete the College Project and HIA project. For the College Project, we worked with recruiters in visiting high schools to speak with the students and worked with Transfer Pathways in hosting transfer events.

We had departments such as Advisement and Financial Aid give a presentation. We are completing the final touches of the project and are excited to turn it in! We held our fall induction several weeks ago, inducting over 50 members into the chapter.

- The Model UN is working hard preparing for its conference in Boston next semester with plans to go to the United Nations Headquarters in New York.
- The Psychology Club plans to host a Pysch Week with various events and games for our students.
- The ESL Club, along with the International Fashion show, sponsored members to attend a recent trip to the Museum of Natural History with Student Life and Leadership, and is recruiting members to increase membership.
- The HCCC Chapter of the National Society of Leadership and Success had a successful semester, welcoming 161 new members into the chapter and guiding over 80 students through the Path to Induction, earning those students a Foundations of Leadership Certificate. Their members also attended the NSLS Leadership Summit held at Saint Peter's University this month.
- The Business and Accounting club, with our Director of Communications as Co-President, had a successful semester. They visited Bloomberg, Rutgers, and Wall Street. They brought in author Philp Hess to speak to students, and hosted two pizza parties at both campuses with a turnout of 50 students each! Next semester, they plan on hosting a Business Expo, bringing in those in the field to speak to students.

I look forward to answering any questions you may have and thank you all, and I hope to see you next semester.

*Trustee Lee offered the following remarks.*

That's a fantastic report. I've noticed that you've gotten more comfortable as you've been delivering these reports over the last few months, maybe over the course of the semester. You delivered in a professional, diligent, and excellent fashion, and I just wanted to recognize the amount of information you provided and how you provided it to us. Great job once again.

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

*All College Council Chair, Dr. Peter Cronrath, offered the following report.*

Good evening, Trustees, President Reber, and the HCCC community,

At the November All College Council meeting, three main presentations took place. The first was by Dr. Heather Devries and John Scanlon, providing an update on Achieving the Dream Goals, of which HCCC is well on the way to accomplishing, if not surpassing the goals already.

The second presentation was by Dr. Lisa Dougherty on the changes to HCCC's Add/Drop Course procedures for students starting in spring 2023. In alignment with other NJ community colleges and best practices for student success, students will need permission to enroll in a class after a class meets for the first time.

The last presentation was by Dr. Nicholas Chiaravalloti, who provided an update on the Academic Tower progress and some thoughts on how to address parking issues in the future. The college community looks forward to seeing these plans come to fruition.

Committee Meeting Reports:

**Academic Senate**

Members finalized details and the implementation process for the Remote Class Modality Guidelines for students. A vote is planned on the Governance Recommendation for the spring semester. The Senate also continues to work on Remote Class Resource Guides for instructors.

**College Life Committee**

The Holiday Mixer is scheduled for Thursday, December 15, from 4:00 p.m. to 6:00 p.m. in the Culinary Arts Banquet Room.

The New Steps for Wellness program will be relaunched in the spring semester.

The Faculty/Staff Student Mentoring program is planned to launch in the spring semester.

**Development and Planning Committee**

Members continue to explore opportunities for fundraising. As a reminder, the HCCC Holiday Gala will be held on Thursday, December 8, at 6:00 p.m., and I hope everyone attends this fundraising event. Please also stop on the third floor for a glass of wine or beer served by your official bartender, yours truly.

**Space and Facilities Committee**

Members are working with the Technology committee to find more rooms for students to take remote proctoring exams.

PACDEI and the Space and Facilities committee will hold security and campus safety tips events this week.

Ilya Ashmyan provided updates on the work being done to address the mold issue at 119 Newkirk Avenue.

The new events management software will be utilized across the College in the near future to coordinate when events are held on campus.

**Student Life Committee**

On November 10, Thursday night football was broadcast in the Student Center for students including student Vets.

On Veterans day, students participated in a letter-writing campaign to Veterans, which the College mailed.

SGA Senators inquired about Halal options at Libby's. Options are being explored.

The College welcomed Generation Hope officers for a visit - Nicole Lynn Lewis, Founder & CEO, and Reginald Grant, Chief Operating Officer. The College is partnering with Generation Hope to assist student parents.

And the first parent forum was held on October 27 from 1:00 to 2:00 p.m. Two students shared their experiences with the audience.

### **Technology Committee**

Members have compiled a list of rooms and technology for students to take online proctored exams. The list has been posted on the College's website under "What you will need to use Honorlock." The list includes information about locations, hours, and how to reserve a room. The rooms available for testing have a flyer on the door, which shows students how to make a reservation to take the online exams. The Library statistics show that ten students have already confirmed bookings for rooms to take online exams in the past three weeks.

As a result of students having problems resetting their HCCC passwords, ITS has assigned work-study students to staff the Student Center service desk to assist in resetting passwords for other students. In the event that no one is at the desk after regular business hours, the ITS department installed a kiosk to accept student requests for quicker turnaround on such requests.

This ends my report. Happy Thanksgiving, everyone. I am happy to answer any questions. Thank you for your attention.

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

*President Reber offered the following remarks.*

Thank you, Mr. Chairman. Good evening, Trustees.

Peter and Sally, thank you for your reports and your leadership. There is so much happening at this college and in our governance system. Thank you for sharing highlights of what we have been doing this semester.

On behalf of our entire college community, it is a pleasure to welcome our 2023 Alumni Representative to the Board of Trustees, Daniel Menendez. Daniel graduated last May with an HCCC associate degree in chemistry. He is currently pursuing his bachelor's and master's degrees at Rutgers New Brunswick, after which he plans to enroll in medical school. Daniel's goal is to become a surgeon.

Daniel was a top student at HCCC and continues to excel in his studies and leadership activities at Rutgers. At HCCC, Daniel was a member of the Phi Theta Kappa Honor Society, Student Government Association, Honors Student Council, and other organizations and honor societies. He is currently president of his residential complex at Rutgers and will be a Resident Assistant next year.

Welcome, Daniel! We look forward to your service on the Board of Trustees this coming year. Would you like to offer brief remarks?

*Daniel Menendez offered remarks.*

I am very excited to be here and have this opportunity to learn from you and your experiences.

*Chairman Netchert offered remarks.*

On behalf of the entire Board of Trustees, we thank you because you take Hudson County Community College out there and show the world who we are.

*Trustee Lee offered remarks.*

In addition to you learning from us, the reason why you're here is so that we can learn from you. All of the things that we need to take into consideration from a student's perspective are what we need you for. Therefore, please don't hesitate to share your experience with us as much as you're looking for us to share our experience.

*President Reber resumed his remarks.*

Although she is unable to join us this evening, we thank the outgoing Alumni Representative, Jasmine Ngin. We have sent Jasmine a plaque as a memento and token of our appreciation for her service during the past year.

This evening, I have asked Dean of Business, Culinary Arts, and Hospitality Management, Dr. Ara Karakashian, and Assistant Professor and Coordinator of Business Programs, Elana Winslow, to speak about new and growing activities and partnerships in our Business programs, including groundbreaking new programs related to the cannabis industry.

Thanks so much for joining us, Ara and Elana.

*Dr. Karakashian offered opening remarks and presented [Business, Accounting, and Cannabis Updates](#).*

Good evening, Trustees, President Reber, and the HCCC community. We appreciate the opportunity to present our current activities and initiatives for Business, Accounting, and Cannabis studies. My name is Dr. Ara Karakashian, Dean of Business, Culinary Arts, and Hospitality Management, and Assistant Professor and Coordinator of Business Elana Winslow joins me.

Before we begin discussing our latest developments in Business, Accounting, and Cannabis Studies, I will review our current curricular offerings while shedding light on program developments.

Currently, our catalog include these programs:

- AS, Business Administration
- AA, Liberal Arts, Business
- AS, Accounting, Certificated Accounting
- AS, Business Administration Cannabis Studies.

Looking ahead, we are planning an AS in Business Administration, Finance Option, with the guidance and direction of Saint Peter's University, and an AS in Supply Chain Management.

The specific disciplines in Business, Culinary, and Hospitality (BCH) related to business and accounting are Accounting, Business, Global Business, Business Law, Business Internship for credit, Macroeconomics, Microeconomics, Management, Marketing, Supply Chain Management, and Cannabis Studies. We offer these curricula during the day, in the afternoon, at night, in person, online, hybrid, ITV, and remotely. They can be taken at Journal Square, North Hudson, and the Secaucus Center. We offer the courses in three different durations: seven weeks, twelve weeks, and fifteen weeks.

We offer articulations for Business Administration and/or Accounting with four-year higher education institutions. Professor Winslow and I met with representatives including their President and toured the Lodi campus of Felician University. This meeting and subsequent conversations helped create another affordable opportunity for our students. Tonight, you will act upon an agreement for two separate majors and their articulation to Felician: Business Administration, and Accounting. Students will ultimately have the opportunity to earn their MBA seamlessly. I invite Professor Elana Winslow to describe the exciting events and opportunities involving our BCH students.

*Professor Winslow offered remarks.*

Hello, everyone. We have some exciting opportunities in our pipeline. We are working with Rutgers Business School to articulate our fully online AS in Business Administration to their fully online BS in Marketing, an excellent opportunity for those students who would benefit from the accessibility of a fully

online degree option. We are developing an AS degree in Supply Chain Management as the lead college in the Non-credit alignment lab for Supply Chain in NJ, with a projected launch of fall 2023. We are also working on an AS Business Administration degree, with a finance option, with our partner Saint Peter's University. This curriculum will broaden the use of our Bloomberg Finance Lab. We anticipate a lot of excitement about these degree options.

In BCH, we plan, host, and coordinate many special events for students and faculty. We hosted a speaking panel open to the college community with our alums who work in various functional business areas, including accounting, supply chain, and business consulting.

We hosted various guest speakers, including executives and alumni from Salesforce, Webster Bank, Deloitte, Icon Realty, Gray Matters Concepts, HCCC, and more in the fields of supply chain, accounting, finance, marketing, and human resources. We also hosted a Business Speaker series.

Our faculty is doing amazing, special, and unique things in their classrooms. We wanted to bring everyone together to inspire and learn from each other, so we developed our Business Best Practices Forum. Our first event was held in the spring and was geared toward "Remote Teaching and/or Technology in the Classroom". Our second recent event in the fall was in the area of DEI efforts: "Engaging Diverse Students/Diverse Levels of Instruction." We received positive feedback on these forums, and other Academic Divisions are planning their own versions.

Other special events and initiatives include our partnership with Mission 50. We have onsite classroom visits from Rutgers Business School, Saint Peter's, and NJIT. We have interdepartmental collaborations with various partners here within the College, including PACDEI. We host an Implicit Bias Student Classroom Workshop, the HCCC Career Closet, and we bring guest speakers from our Human Resources department. We partner with organizations like Year Up, Hudson County Economics Development Corporation, and our HCCC Employer Advisory Board.

We will submit an application for recognition in *INSIGHT Into Diversity's* 2023 "Inspiring Programs in Business Award." Also, Professors Carrie Xiao and Lester McRae will be hosting a CPA Career Awareness event to provide insight into accounting careers. We have been actively competing in NJC4, which NJCU hosted. We will now work to create internal competition.

The BCH Advisory Board started under the vision of Associate Dean Paul Dillon over sixteen years ago and is continued under our current leadership. The Multidisciplinary Advisory Board meets twice per academic year, comprised of current HCCC employees, retirees, students, alums, and individuals from the community, both from academia and industry. Our representatives come from various functional fields such as Business, Accounting, Culinary, Baking, Hospitality, Finance, Consumer Products, and Supply Chain. The latest BCH Advisory Board Meeting was a college-wide meeting including all Academic Divisions.

We are very proud of our active and robust Business and Accounting Club. In addition to a very active social media and in-person presence, there have been so many great initiatives that they have worked on. The club is comprised of members, an executive board, as well as special committees for both marketing and events. While under the advisement of Professors Daughtry and McRae, the BAC has been offering robust programming for students.

I will now pass the presentation back to Dr. Karakashian.

*Dr. Karakashian resumed his remarks.*



Our next topic of discussion is of great interest because it's new for Hudson County Community College within the last year, cannabis studies.

Our work supports the College's mission by providing students with educational opportunities to prepare them for employment in the newly emergent cannabis industry. We are actively serving the local HCCC community with life-changing educational opportunities. Forbes Magazine reports that more than 100,000 cannabis jobs were created in 2021, a 33% increase from the prior year. 2021 was the fifth consecutive year in which the cannabis industry had an annual job growth rate of 27% or higher. There is a rise in the acceptance of the legal use of cannabis in the United States, particularly in New Jersey. We have the legal and taxable sale of cannabis and cannabis-related products. However, possession and use are still considered illegal at the federal level.

There are some notable non-credit (and for-profit) cannabis programs in NJ. However, we decided to participate in workforce development initiatives and create our own proprietary coursework within the BCH division. This allows us to tailor the curriculum in our best interests.

Before I describe our progress with the cannabis curriculum in the BCH division, I'd like to describe the College's work within Continuing Education and Workforce Development (CEWD). CEWD is the onramp for students who are interested in credit-worthy coursework within our catalog but do not initially feel the need to matriculate as a certificate or degree-earning student. Each student has unique needs and wants, and we are trying to cater to those who have a curiosity all the way to those who are interested in a career in cannabis.

Lori Margolin and Chastity Farrell have put together a sampling of cannabis programming and special events in recent months, enticing student interest and providing foundational knowledge in cannabis studies. Cannademix is a company of cannabis professionals established for the sole purpose of disseminating truthful and accurate information to the community. CEWD also provided its initial workshop, featuring Jessica Gonzalez, Esq, cannabis and intellectual property attorney with Hiller, PC, in New York City. Jessica is not only a Jersey City native, but her mother earned her degree from HCCC.

There are some other upcoming courses for CEWD including Online/Remote Hybrid, and self-paced modalities, where instructors meets with students for at least one hour a week. Some courses are offered in two days, some last up to six weeks. NJ Cannabis Licensing Workshop, Cannabis Industry Weekend Webinar, Cannabis Retail License Program, Where Do I fit into the Cannabis industry?, and Cannabis for Health & Wellness are offered.

Cannabis programs provide those looking to enter the NJ cannabis industry with the necessary education on what it takes to work in and operate state-licensed cannabis establishments. These programs are unique, as students learn directly from various operators working in the cannabis industry, who provide valuable insight, answer questions, and guide students along their journeys.

The courses are designed to encourage and build community, provide opportunities for students to grow their network through guest speakers, mentoring, live discussions, and interactive online groups.

There are academic credentials offered in the BCH Division. The AS degree in Business Administration Cannabis Studies is available for students with no prior degree or experience with cannabis studies and can be completed in four semesters. A certificate in Cannabis Business Management offering 33 credits to students with a prior degree can be completed in two semesters. Another certificate in Cannabis Business Agent of 12 credits for entry-level employment in a front-line or warehouse position can be completed in one semester.

There are four specific cannabis-related courses. We have Cannabis Compliance, which discusses the application process, the laws and legislation regarding cannabis in New Jersey and nationally, and compliance. This program offers students who are attempting to work in a cannabis setting the proper use of seed to sales and software use. If you're unaware, every cannabis plant is tracked from seed until it's processed and sold in a retail setting. For example, on the back of a candy bar, it will show the cannabis was made in Montreal, Canada. You can find the product origin just as you can with other food items.

The second course is Justice in Cannabis, which discusses the history of cannabis and the advocacy for the re-legalization. It includes a student project in which the students present a case for opening a dispensary in their neighborhood.

The third course is Cannabis Health and Safety, which encompasses two separate certifications. One is OSHA 30, and the other is ServSafe Manager Certification, which is currently a requirement for every food service operation in the State of New Jersey. With the rise of edibles, this will be a requirement down the road.

Lastly, we offer the course Cannasseur Level One, which involves service. This will also involve a sampling of terpenes.

Our graduates will qualify for positions based on their credentials: inventory associate, quality assurance technician, cultivation employee, manufacturing technician, retail associate, and cannasseur.

Tonight, you will review and approve three separate memoranda of understanding related to cannabis. Most of our notable collaborations have roots in HCCC. First, there is the Medicine Woman, whom you know as Ice-T. He spoke at the College in 2007. The second is Seraph & Sons, Elizabeth Sarofiem's mother and siblings, who graduated from HCCC. Last, there is the Golden Door Dispensary, owned by Brett D'Alessandro, the founder of Backpacks for Life, who created Roger, a database of services for NJ Veterans.

These three specific cannabis retail operators have agreed to provide internship, externship, and employment opportunities; workshops, training programs, and special events; scholarships; participation on the HCCC Cannabis Advisory Board; and joint promotion of each organization.

Our planned collaborations with four-year institutions are exciting, as there are currently no articulations for cannabis studies between a community college and a four-year institution. HCCC has the opportunity to be the first in our region for this type of agreement, maybe even the first of its kind in the entire United States.

The Cannabis Advisory Board of HCCC met for the first time on November 7. Participants included Aida Sanchez, who provided the initial inspiration for the cannabis curriculum at HCCC; Edmund Deveaux, President of the NJ Cannabis Association; Fruquan Mouzon, Esq, who was on the front lines of cannabis legalization in Trenton; Floyd Jeter, director of Jersey City's Office of Diversity and Inclusion; Robert Mejia, Adjunct Instructor for Cannabis Studies at Stockton University; along with President Reber and other internal and external cannabis partners. The meeting concluded with a demonstration of CBD-infused Short Bread Cookies, which BCH Adjunct Faculty member, Chef Matt Siciliano, prepared.

This past June, Dr. Peter Cronrath and I attended the Cannabis World Congress and Business Exposition in New York City. We joined institutions of higher education representing their cannabis curriculum, including Cornell University, Stockton University, LIM College, SUNY, CUNY, and others.

With the support of the administration, we are purchasing a booth at the June 2023 Expo. I am honored to say that Hudson County Community College belongs next to these institutions. We will feature both Continuing Education and BCH programs during the three-day expo. We have purchased the ability to place literature in all attendees' bags.

We plan to explore the lab and lecture-based courses in Culinary Arts, Baking and Pastry, Hospitality Management, Biology, Chemistry, and Nursing. We can have hemp, terpenes, and some forms of CBD on campus, but we cannot have cannabis plants, leaves, and THC-carrying substances. Therefore, please stay tuned for a "cooking and baking with cannabis" elective in 2023 at the Culinary Arts Institute.

Our full-time and adjunct faculty are hard at work preparing for the 25th annual Foundation Holiday Gala. Our BCH faculty, division-wide, are volunteering their time with preparations leading up to and including the event. I want to thank them and encourage everyone to support this year's Holiday Gala. Thank you.

*President Reber resumed his remarks.*

Thank you, Professor Elana Winslow and Dean Karakashian. This is cutting-edge. We are the only community college in New Jersey to be developing our own curriculum instead of contracting with proprietary organizations that offer their own curricula. It's all about providing employment opportunities—in service to our mission—for traditionally underrepresented groups and marginalized communities who don't usually have the opportunity to compete in this emerging industry. I want to thank Chairman Netchert, because he originally introduced me to Aida Sanchez, whom Dr. Ara mentioned. She's been an excellent partner and has brought us consultants who helped us develop the curricula, and we're already offering courses and programs.

*Trustee Lee asked a question.*

What is the forecast with respect to a change in Federal legislation?

*Dr. Ara Karakashian responded.*

That's a great question. I believe as more and more states legalize cannabis every November, jumping on to the bandwagon, so to speak, this should happen in three to five years, maybe sooner.

*President Reber resumed his remarks.*

We've been working with Ellucian and their President and CEO, Laura Ipsen. She was on campus with some of her executives last summer. We gave her a tour of the Culinary Conference Center and other buildings, and she was impressed.

Last week she contacted me to put me in touch with the President of the New York Stock Exchange, Lynn Martin. She had told Ms. Martin about our Bloomberg Finance Lab and how impressed she was with Hudson County Community College. After the first of the year, President Martin has invited me to bring a group of students for a personal tour of the New York Stock Exchange.

Thanks so much, Dean Karakashian and Professor Winslow.

We greatly appreciate your leadership for the continued growth and development of our stellar Business and related programs!

We all are looking forward to the College's 25<sup>th</sup> Anniversary Holiday Gala.

This year's Gala theme is "Investing in Student Success." The Gala will take place on Thursday, December 8 at 6:00 p.m. in the Culinary Conference Center. Proceeds from the celebration will fund scholarships for deserving students.

We look forward to honoring Laura Ipsen, President and CEO of Ellucian, who will announce a \$50,000 corporate gift to our new Hudson Scholars Program Endowment. At the Gala, we will honor a growing number of donors making endowment gifts to the College.

In addition to showcasing and celebrating our award-winning Culinary Arts program and our inspirational students, faculty, and staff, this year's Gala will feature art from our nationally distinctive Foundation Art Collection that now includes over 2,000 original works displayed in all College buildings. We thank Vice President Nicole Johnson and her staff; our Foundation Directors; Dean Ara Karakashian and his colleagues and students; Foundation Art Curator Dr. Andrea Siegel – and so many others – for their leadership and stewardship of this year's 25<sup>th</sup> Anniversary Holiday Gala.

Trustees, this concludes my report.

I would be happy to entertain any questions or comments you might have, and Ara and Elana would also be happy to answer any questions.

Have a safe and enjoyable Thanksgiving holiday, everyone!

### ***Regular Monthly Reports and Recommendations***

- 1. The Minutes of the Regular Meeting of October 11, 2022, were approved.**
- 2. Gifts, Grants, and Contracts – No report.**

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 Technical Operations and Project Management Support Services, to be funded from the operating budget at hourly rates from \$120 to \$230, was approved.
2. Resolution Authorizing Purchase of Employee Recruitment and Applicant Tracking System, to be funded from the operating budget at a total cost not to exceed \$52,000, was approved.
3. Resolution Authorizing Scan and Shred Services, to be funded from the operating budget at a cost not to exceed \$116,411, was approved.
4. Resolution Authorizing Renewal of WebEx License, to be funded from the operating budget at a cost not to exceed \$44,352, was approved.
5. Resolution Authorizing Chiller Upgrades, to be funded from the operating budget at a cost not to exceed \$36,980, was approved.
6. Resolution Authorizing Purchase of Specialty Food Products for Culinary Conference Center, to be funded from the operating budget at a cost not to exceed \$85,000, was approved.
7. Resolution Authorizing Purchase of Seafood Products for Culinary Conference Center, to be funded from the operating budget at a cost not to exceed \$75,000, was approved.
8. Resolution Awarding Purchase of Dairy Products for Culinary Conference Center, to be funded from the operating budget at a cost not to exceed \$65,000, was approved.

9. Resolution Authorizing Purchase of Meat Products for Culinary Conference Center, to be funded from the operating budget at a cost not to exceed \$65,000, was approved.
10. Resolution Authorizing Construction of the North Hudson Campus Café, to be funded by the American Rescue Plan (ARP) Grant at a cost not to exceed \$848,220, was approved.
11. Resolution Authorizing Purchase of Food Service Equipment for the North Hudson Campus Café Project, to be funded by the American Rescue Plan (ARP) Grant at a cost not to exceed \$232,613, was approved.
12. Resolution Authorizing Purchase of Furniture for Redesigned Terraces, to be funded by the American Rescue Plan (ARP) Grant at a cost not to exceed \$127,143, was approved.
13. Resolution Authorizing Server Colocation Cloud Storage Services, to be funded by the American Rescue Plan (ARP) Grant at a total cost of \$390,300, was approved.
14. Resolution Authorizing Purchase and Installation of ITV Equipment, to be funded by the Federal Earmark Grant at a cost not to exceed \$618,083, was approved.
15. Resolution Authorizing Purchase of Apple Computers for the Social Science Department, to be funded by the Carl D. Perkins Grant at a cost not to exceed \$113,715, was approved.
16. Resolution Authorizing Purchase of Cinema Cameras and Peripherals for the Fine Arts Department, to be funded by the Carl D. Perkins Grant at a cost not to exceed \$45,062, was approved.
17. Resolution Authorizing Renewal of Bloomberg Terminal Software, to be funded by the Carl D. Perkins Grant at a cost not to exceed \$100,000, was approved.
18. Resolution Authorizing Purchase of SimMan Patient Simulator Nursing Mannequin, to be funded by the Carl D. Perkins Grant at a cost not to exceed \$42,639, was approved.
19. Resolution Authorizing Purchase of SimMan Patient Simulator Software, to be funded by the Carl D. Perkins Grant at a cost not to exceed \$79,294, was approved.
20. Resolution Authorizing Sponsorship of Annual Foundation Dinner, to be funded from the operating budget at a total cost not to exceed \$26,000, was approved.
21. Resolution Authorizing Approval of the 2022 Audit was passed.
22. Resolution Authorizing Sale of Personal Property, at the estimated fair market value of less than \$25,000, 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 Administrative Assistant for Institutional Research and Planning was approved.
2. The resignations of a Coordinator, Instructional Technology and Testing; Development Coordinator; EOF Counselor; Financial Counselor, Gateway to Innovation Program (Grant-funded; Temporary Full-time); Administrative Support Specialist; and Job Developer, Career Advance USA (Grant-funded) were approved.
3. Faculty appointment to the following full-time position was approved: Instructor, Medical Billing and Coding Certificate Program (Tenure-track).

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4. Staff appointments to the following full-time positions were approved: Business Developer, Gateway to Innovation Program (Grant-funded); Academic Counselor (Grant-funded); Associate Vice President and Chief Information Officer; Coordinator, Academic Support Services; Associate Director, Supply Chain and Logistics, Center for Workforce Innovation (Grant-funded); Program Coordinator for Holistic Supports (Grant-funded); Instructional Designer; Associate Director, Center for Adult Transition (Grant-funded); Coordinator, STEM and Business Tutorial Center; Alumni Manager, Gateway to Innovation Program (Grant-funded); and Dean of Student Success.
5. Appointments of Temporary Full-time staff were approved.
6. Authorizations of Part-time Staff through November 2023, 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>
N/A	Instructional Technologist, Center for Online Learning	N/A	Salary Grade 114	November 23, 2022
N/A	Coordinator, Academic Support Center	Carlos Dunn-Fernandez	Salary Grade 109 Salary: \$50,939.12	November 23, 2022
Student Success Coordinator	Student Success Coach	Karina Arango	Salary Grade 109 Salary: \$46,096 No Salary Adjustment	November 23, 2022
Student Success Coordinator	Student Success Coach	Marian Betancourt	Salary Grade 109 Salary: \$46,096 No Salary Adjustment	November 23, 2022
Student Success Coordinator	Student Success Coach	Fabiola Occean	Salary Grade 109 Salary: \$46,096 No Salary Adjustment	November 23, 2022
Program Manager	Associate Director	Laurice Dukes	Salary Grade 115 Salary: \$60,000 No Salary Adjustment	November 23, 2022
Program Manager	Associate Director	Sean Kerwick	Salary Grade 115 Salary: \$77,437 No Salary Adjustment	November 23, 2022
Assistant Director, Institutional Research and Planning	Director II	John Urgola	Salary Grade 119 Equity Adjustment From: \$66,950 To: \$75,351	November 23, 2022
Dean of Student Life	Dean I	David Clark	Salary Grade 122 Equity Adjustment From: \$106,000 To: \$117,000	November 23, 2022
Dean of Enrollment Services	Dean I	Matthew Fessler	Salary Grade 122 Equity Adjustment From: \$106,000 To: \$117,000	November 23, 2022
Dean of Financial Aid	Dean I	Sylvia Mendoza	Salary Grade 122 Equity Adjustment From: \$106,000 To: \$117,000	November 23, 2022
Dean of Student Success	Dean I	Bernadette So	Salary Grade 122 New Appointment Salary: \$115,000	January 2, 2023
Dean of Business, Culinary Arts and Hospitality Management	Dean II	Ara Karakashian	Salary Grade 123 Equity Adjustment From: \$113,000 To: \$120,000	November 23, 2022
Dean of Academic Affairs and Assessment	Dean II	Heather DeVries	Salary Grade 123 Salary: \$124,036 No Salary Adjustment	November 23, 2022

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Dean of Libraries	Dean II	John Hernandez	Salary Grade 123 Salary: \$125,000 No Salary Adjustment	November 23, 2022
Dean of Nursing and Health Sciences	Dean II	Catherine Sirangelo	Salary Grade 123 Equity Adjustment From: \$129,566 To: \$132,370	November 23, 2022
Dean of Humanities and Social Sciences	Dean II	Alison Wakefield	Salary Grade 123 Salary: \$130,000 No Salary Adjustment	November 23, 2022
Dean of STEM	Dean II	Burl Yearwood	Salary Grade 123 Equity Adjustment From: \$121,654 To: \$127,000	November 23, 2022
Associate Vice President for Information Technology/CIO	N/A	Patricia Clay	Salary Grade 124 New Appointment Salary: \$148,000	January 1, 2023
Associate Vice President for Continuing Education and Workforce Development	N/A	Lori Margolin	Salary Grade 124 Salary: \$149,968 No Salary Adjustment	November 23, 2022
Executive Director, Institutional Research and Planning	Associate Vice President	John Scanlon	Salary Grade 124 Equity Adjustment From: \$130,900.64 To: \$140,000	November 23, 2022

9. Resolution to Approve Policy on Human Resources was passed.

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 Change in Nomenclature for Academic Units from Divisions to Schools was approved.
2. Resolution Authorizing Academic Calendar for the Fall 2023 Term was approved.
3. Resolution Authorizing Revised Academic Calendar for the Summer 2023 Term was approved.
4. Resolution Authorizing Agreement Between Hudson County Community College (HCCC) and Felician University for Academic Pathways in Accounting and Business Administration was approved.
5. Resolution Authorizing Memorandum of Understanding (MOU) Between Hudson County Community College (HCCC) and The Medicine Woman was approved.
6. Resolution Authorizing Memorandum of Understanding (MOU) Between Hudson County Community College (HCCC) and Golden Door Dispensary was approved.
7. Resolution Authorizing Memorandum of Understanding (MOU) Between Hudson County Community College (HCCC) and Seraph and Sons, LLC was approved.
8. Resolution Authorizing Agreement Between Hudson County Community College (HCCC) and Laboratory Corporation of America Holdings (LabCorp) for Clinical Experiences in Phlebotomy was approved.
9. Resolution Authorizing Memorandum of Understanding (MOU) Between Hudson County Community College (HCCC) and American Express GBT (Amex) was approved.
10. Resolution Authorizing Contract Extension Between Hudson County Community College (HCCC) and Classroom Au Pair was approved.

11. Resolution Authorizing Memorandum of Understanding (MOU) Between Hudson County Community College (HCCC) and Thomas Edison State University for Prior Learning Assessment Services was approved.

The following comments were made under **New Business**:

*Chairman Netchert offered the following remarks.*

As I was listening about the Bloomberg and NY Stock Exchange visit, it reminded me that New Jersey City University has a magnificent facility with a ticker in the space downtown. I hear it's like being on the floor exchange but in a classroom. We are unsure what the future holds for this building. In the meantime, Dr. Ara could underwrite and train some students for the NY Stock Exchange participation. Saint Peter's University, ourselves, and other institutions could share that space. It may be worth taking a look at some point and finding a way to continue to use the space collaboratively.

*Trustee Gardner offered the following remarks.*

I just want to give my thanks to the Board for supporting my reelection for Association of Community College Trustees (ACCT) Committee on Diversity, Equity and Inclusion representing the Northeast Region. Your support was unbelievable. VP of Diversity, Equity, and Inclusion, Yeurys Pujols and Associate Director Natalia Vazquez-Bodkin went out of their way to make trifold for me to have on my table, and to present with me. Natalia came over one day to help with the table.

In today's world, it is important to have diversity, equity, and inclusion representation. After what happened last weekend in Colorado Springs, we need a safe space for all of our students and ourselves. We have strategic goals, and one of the main goals deals with diversity, equity, and inclusion, and how we should all support it. I thank you for supporting me, because without that I could not have been reelected.

The **meeting was adjourned** at 6:03 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.