

Summary of Proceedings
Reorganization Meeting and Regular Meeting of the
Board of Trustees
Tuesday, November 26, 2024
5:00 p.m., Mary T. Norton Board Room and via Zoom

Trustees Present: Lisa Camacho (Student Alumni Representative); Edward DeFazio (Secretary/Treasurer); Pamela Gardner (Vice Chair); Frank Gargiulo; Stacy Gemma; Roberta Kenny; Vincent Lombardo; Jeanette Peña (Chair); Christopher Reber; Silvia Rodriguez; and Harold Stahl.

Trustees Absent: Joseph Doria.

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

Alumni/Student Representative: Lisa Camacho 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 2025: Jeanette Peña, Chair; Pamela Gardner, Vice Chair; and Edward DeFazio, Secretary/Treasurer.

The Board Approved its Regular Meeting Schedule through November 2025. Meetings were scheduled for January 21, February 18, March 11, April 8, May 13, June 10, August 12, September 9, October 14, and November 26.

Members of Standing Committees and Ad Hoc Committees of the Board of Trustees for 2025

Executive Committee

Jeanette Peña (Chair)
Pamela Gardner (Vice Chair)
Edward DeFazio (Secretary/Treasurer)

Joseph Doria
Pamela Gardner

Personnel Committee

Harold Stahl (Chair)
Edward DeFazio

Academic and Student Affairs Committee

Pamela Gardner (Chair)
Frank Gargiulo
Roberta Kenny
Silvia Rodriguez
Lisa Camacho, Student Alumni Representative

Capital Projects Advisory Committee

Jeanette Peña (Chair)
Harold Stahl
Stacy Gemma

Finance Committee

Jeanette Peña (Chair)
Edward DeFazio
Joseph Doria
Vincent Lombardo

College Commencement Committee Liaisons

Pamela Gardner (Vice Chair)
Lisa Camacho, Student Alumni Representative

Foundation Liaisons

Stacy Gemma
Jeanette Peña

Ad Hoc Committees will be formed as needed.

A Resolution authorizing the renewal of **Real Estate Legal Counsel Services** for 2024-25 to Connell Foley LLP of Jersey City, New Jersey, was approved.

A Resolution authorizing a new contract of **Redevelopment Legal Counsel Services** for 2024-25 to McManimon, Scotland & Baumann, LLC, was approved.

A Resolution authorizing the renewal of **General Legal Counsel Services** for 2024-25 to Scarinci Hollenbeck, LLC of Little Falls, New Jersey, 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, Nina Maria Resurreccion, offered the following report.

Good evening, Trustees, advisors, professors, peers, and honored guests.

My name is Nina Maria Resurreccion, and I have the privilege of serving as the President of the Student Government Association (SGA). I am delighted to share the incredible efforts and achievements of our student organizations over the past two months. These events have fostered greater student engagement and played an instrumental role in welcoming and involving the freshman class of 2024.

SGA hosted a Halloween Party on October 29, which saw good participation from freshmen, and a Friendsgiving last Tuesday. During the latter, the Honors Program and Hudson Helps shared resources available to students.

Student Programming Board:

- "Ready, Set, Grab, and Go" school supplies event (October 1).
- Fall Fest:

- North Hudson Campus (October 22).
- Journal Square Campus (October 23).
- Celebration of Diversity and Culture Fest (November 5).
- First Aid Kit Giveaway (November 20).

Health and Medical Science Club:

- “Know Your Number” Event (October 29).
- Men’s Mental Health Challenge and Raffle (November 19).

HCCC Dreamers Club:

- Princeton Tour with Career and Transfer Pathways (November 15).
- Major Meets Event (November 6).

Arab Student Association:

- Arab Fest (October 29).

Criminal Justice Club:

- Eastern State Penitentiary Trip (November 21).
- Register-to-Vote Campaign (October 3).

LGBTQ+ Club:

- Transform Your World Festival – A three-day series featuring:
 - Resource Fair (November 13).
 - Educate Yourself Session (November 14).
 - Silent Library Games (November 15).
- Whispers to Your Soul (November 24).

Environmental Club:

- Indoor Rock Climbing (November 21).
- Breakfast in the Garden Event (November 21).

Society of Physics Students:

- Physics and Media Event in collaboration with the Environmental Club (October 2).
- Physics Seminar in collaboration with the Environmental Club (November 25).
- Additional indoor rock climbing.

Psychology Club:

- Movie Night: *The Perks of Being a Wallflower* (November 13).

Film Club:

- Afterlife Haunted House in collaboration with the Halloween Party (October 29).

Cybersecurity Club:

- Information Sessions (October 25–27).
- Workshops (November 14 and 25).

Girls Who Code:

- Workshops (November 8 and 22).
- Study Session (October 23).

Teacher Education Club:

- Parenting Workshop (November 26).
- Student-Parent Holiday Celebration (Upcoming on December 8).

STEM Club:

- 16th Annual STEM Conference at Rutgers, New Brunswick (November 8).
- Careers in STEM Event (December 6).

Kultura Club:

- Karaoke Nights
 - North Hudson Campus (November 26).
 - Journal Square Campus (October 16).
- Finders Keepers Event (October 21).

Model United Nations:

- Online Courses (November 8 to 22).
- *Noches de Brujas* in collaboration with Active Minds (October 25).

Nursing Club:

- Q&A Session with Nursing Students (October 21).

Active Minds:

- Painting Workshop (October 10).
- Out of the Darkness Walk (October 20).
- Dia de los Muertos Celebration (October 29).
- A Dictionary Discussion (November 13).

Students have raised a concern about requesting extended hours for the library to accommodate their study schedules.

As I conclude my report, I want to express that this semester has been both rewarding and inspiring. I am thrilled about what lies ahead and look forward to continued collaboration next semester. Wishing you all a joyful Thanksgiving, happy holidays, and a prosperous end to the year. Thank you.

2. All College Council Chair's Report

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

Hello, Trustees. It is great to see you all this evening.

First, we would like to give a special shoutout to the North Hudson Campus (NHC), which hosted the 3rd Annual Aspiring Student Leadership Conference and STEM Science Fair earlier this month. The event was a tremendous success, with 340 students in attendance from both HCCC campuses and various North Hudson high schools.

Next, we want to congratulate all members of the Center for Online Learning (COL) team for attending the Online Learning Consortium's Accelerate Conference. The COL used this opportunity to present their work, network with industry professionals, and participate in professional development sessions. Additionally, the COL hosted a highly attended "AI in the Classroom" event where HCCC professors shared innovative ways they are incorporating AI into their curriculum.

The ACC will host its final general meeting of the semester on Wednesday, December 4 at 3:30 p.m. in the Journal Square (JSQ) campus Student Center Multipurpose Room. Following that meeting, the History Department and the Office of Student Life and Leadership will co-lead a trip to visit the Weehawken Dueling Grounds, where the Burr-Hamilton duel occurred, followed by attendance at a Broadway showing of Hamilton.

Please also mark your calendars for the Culinary Plaza Park Lighting Ceremony on Monday, December 2. Finally, ACC will host our annual employee holiday party on Monday, December 9.

Committee Reports:

- The Academic Senate is close to completing its reviews of the college-wide Incomplete Policy and Universal Grade Scale Policy. These projects are expected to be finalized in the spring semester. The Senate continues to have a vacancy in the Secretary position, and interested individuals are encouraged to contact Dr. Jeanne Baptiste or Professor Fernando Garcia.
- The College Life Committee reports that plans for the ACC Holiday Party are nearly complete. The party will be held on Monday, December 9 from 4:00 p.m. to 7:00 p.m. in the Culinary Arts Center. The committee recently concluded the eighth week of the Steps for Wellness Program, with over 40 participants this semester. The Hudson Huddles team has drafted a list of potential speakers and plans to schedule the first guest speaker for the middle of next semester.
- The Student Affairs Committee continues to work on strategies to integrate Continuing Education and Workforce Development (CEWD) students more fully into student life, including expanding their access to campus clubs and organizations. The committee welcomed Ronny Martinez, a Student Government Association (SGA) representative, to the committee. Ronny is also a student in Western Civilization. Thank you for your service, Ronny!
- The Space and Facilities Committee is exploring a student request for third-party vending machines on both campuses, which would provide items such as band-aids and Ibuprofen. They are identifying potential locations for a dedicated prayer/zen room at NHC. Lactation pods have been installed on both campuses for student-parents.
- The Development and Planning Committee will collaborate with the Poetry and Language Collective to host scholarship essay writing events. These events are part of reviving the Dollars for Scholars

program, emphasizing that small donations make a big impact. The collective, comprising HCCC English faculty and librarians, will assist students in crafting impactful scholarship essays.

- The Technology Committee is collaborating with Hudson's website development team to create a centralized webpage for all mobile apps used by the college community. The goal is to enhance accessibility by providing a one-stop resource for these tools.

As we conclude our report, we wish our entire community a happy and healthy Thanksgiving holiday. Thank you to everyone who contributed to this report, including ACC Vice Chair Raffi Manjikian, Secretary Sarah Teichman, all ACC committee chairs and members, Dr. Reber, cabinet, trustees, and the entire college community

3. President's Report

President Reber offered the following remarks.

Good evening, Trustees.

Before I begin, I ask you to join me in a moment of silence for all victims of wars in the Middle East, Russia, Ukraine, and victims of other violence worldwide.

Moment of Silence

Thank you.

We condemn violence of all kinds, including antisemitism and Islamophobia. We support one another in times of difficulty and strive to be a community that is respectful of – and safe for – everyone.

Chris and Nina, thank you for your reports and your leadership.

On behalf of the entire HCCC community, it is a pleasure to welcome our 2024 Alumni Representative to the Board of Trustees, Lisa Camacho. Lisa is no stranger to this Board, having attended our meetings last year as Student Government Association President before she graduated last May with an Associate of Science degree in Business Administration. Lisa was also involved in HCCC's chapter of Phi Theta Kappa, the National Society of Leadership and Success, our Educational Opportunity Fund Program, as a peer leader, and in many other activities. Lisa is currently pursuing a bachelor's degree in Marketing at New Jersey City University while she works as an Events Assistant in our Hudson County Community College Office of Student Life and Leadership.

Welcome back to meetings of the Board of Trustees, Lisa! We all look forward to your service on the Board during the coming year. Would you like to offer remarks?

Lisa Camacho offered remarks.

Thank you, everyone, for allowing me this opportunity; to all the students and alumni who voted me in; and all those who support me, especially my honored guest, my mother. I look forward to working with you.

President Reber resumed remarks.

Thanks so much, Lisa!

For the last four years, Trustee Vice Chair Pamela Gardner has represented the Northeastern United States as a member of the Association of Community College Trustees Committee on Diversity, Equity and Inclusion. Trustee Gardner has completed her four-year term on the committee, and, by ACCT policy, she now leaves the committee for at least one year. She could choose to apply to rejoin this or another ACCT committee in the future. That's a hint, Pam!

During her four-year term as a leader in ACCT, Pam has championed diversity, equity, inclusion and other best practices on the national level, and she has brought visibility and distinction to Hudson County Community College.

Please join me in thanking Trustee Pamela Gardner for her national leadership and service!

Pam, would you like to say a few words?

Trustee Gardner offered remarks.

Thank you, Dr. Reber. I thank the board and all of you for supporting me. I could not have held that position without the support of Hudson County Community College, and I especially thank Dr. Reber for suggesting that I become a part of the New Jersey Council of County Colleges (NJCCC).

Joining NJCCC gave me some valuable exposure and I was encouraged to consider joining the Association of Community College Trustees to represent the Northeast region as a Diversity, Equity and Inclusion (DEI) committee member. Both Bakari Lee and Dr. Reber encouraged me.

Bakari Lee has always been a great supporter. As a new trustee, I was unfamiliar with many aspects of the board. Bakari told me, "You have to take classes on governance leadership." So, I did, and he kept encouraging me to take one step at a time.

When the opportunity arose to run for the DEI position representing the Northeast region, Trustee Emeritus Lee nominated me. In 2020, our Leadership Congress was held entirely on Zoom. I was nominated, gave my presentations, and was ultimately voted in virtually. It was a two-year term, and in 2022, I ran again – this time in person in New York – and was successfully re-elected.

Serving on the DEI committee has been an incredible experience. I had the chance to work with so many amazing trustees from across the country. However, we know that DEI is under attack right now. You've seen what has happened with affirmative action. Some committee members I worked with can no longer participate in DEI work because their states have banned it. This includes colleagues in Texas, Florida, and even North Carolina. It's a challenging time, but we know how essential DEI is – not only for this school, but also for the recognition and awards we've received. DEI and student success go hand-in-hand, and we will continue to champion both.

We must keep pressing forward with DEI initiatives in our community colleges. It's about ensuring fairness and providing everyone with an equitable opportunity to succeed. Inclusion is critical, and we've seen its impact here at our own college repeatedly.

I am deeply grateful for the opportunity to serve. Thank you for allowing me to represent Hudson County Community College and for enabling me to share our successes with others.

When I joined the committee, they were discussing best practices and toolkits for DEI. I proudly raised my hand and said, "We're already doing a lot of this at Hudson County Community College." I mentioned the President's Advisory Council for Diversity, Equity and Inclusion (PACDEI), which they were unfamiliar with. They asked, "Can you share that information with us?" Our Vice President of DEI, Dr. Pujols, who wasn't the VP at the time, responded, "Of course." We've always been willing to share our strategies because not every institution has the same resources or approaches. Hudson has consistently led the way, and it's been rewarding to see our work recognized.

It's clear we've made a name for ourselves. We're doing great work, and we need to continue building on that success.

Thank you again for the opportunity, and let's keep moving forward.

President Reber resumed his remarks.

Thank you, Pam.

You make us all proud!

This evening, I have invited Associate Professors of Business Elana Winslow and Dr. Peter Cronrath to discuss their pioneering involvement in a nationwide Faculty Innovation Fellows Program sponsored by the Business Higher Education Forum, or BHEF.

Peter and Elana will discuss their project that has led to the development of a badging and leadership program through which students build business skills and connect with community and industry leaders and representatives. Joining Elana and Peter are two students involved in the “HCCC BEST” Program, who will be introduced shortly.

Vice President for Academic Affairs, Dr. Darryl Jones, nominated Professors Winslow and Cronrath for this Faculty Fellows Program, and I have asked Darryl to introduce our guests and their presentation this evening.

Dr. Jones offered remarks.

President Reber and Trustees, good evening. A year ago, we were presented with a great opportunity, to identify faculty to engage, as President Reber mentioned, in the Business Higher Education Forum, and, in particular, the Faculty Innovation Fellowship.

The Fellowship’s goal was to enrich, prepare, and support faculty as they design, develop, and lead innovation in establishing an equitable talent pipeline that expands pathways to student success.

Dr. Peter Cronrath and Elana Winslow were the two faculty members who were identified. Whenever they are asked to do something, they both lend their time and talents to help advance our student success agenda. Thank you very much, Peter and Elana, for your willingness to lean in.

Working with business and industry leaders, they developed a project designed to bridge the gap between education and employment, intended to shape curricula and courses that better prepare students for the future workforce. Their project focuses on supporting our students beyond earning a degree by preparing them to engage in the wider society, whether on campus or in the virtual learning environment.

I would now like to invite Peter and Elana to come forward, along with two student participants, Anuvhuti Bisht and Aadil Ishtiaq, and a faculty member alumnus, Stephen John Lewis.

Dr. Peter Cronrath and Elana Winslow offered [Business Education Supplemental Training \(BEST\) Program Presentation](#).

Dr. Cronrath offered remarks.

Good evening, Trustees, Dr. Reber, Dr. Jones, and HCCC community.

I’m Dr. Peter Cronrath, Associate Professor of Business, and I’m excited to be here with my co-Fellow, Associate Professor Elana Winslow, to talk about the BHEF Innovation Fellowship and our project, the BEST program.

The BHEF is a 45-year-old nonprofit membership organization that connects higher education institutions to business talent market demands. Corporate CEOs and university presidents join BHEF to anticipate skill needs and improve pathways between higher education and the future workforce.

The Faculty Innovation Fellowship is an inaugural cohort representing a diverse field of professionals, perspectives, and institutions. The Fellows are from 13 sponsoring institutions in 10 states and include public state systems, community colleges, independent universities, and public research universities, with nearly half being minority-serving institutions. The cohort includes disciplines ranging from business to hospitality, nursing, geoscience, and social science. The BHEF Innovation Fellows participated in both in-person and virtual meetings to innovate, plan, develop, and implement new educational programs to address the needs of their respective institutions regarding career readiness and student success.

Collaboration between business and higher education is vital to developing curricula and partnerships that lead to good jobs in emerging and high-demand fields. As colleges and universities pursue strong partnerships with industry, faculty can be strong agents of change on their campuses.

I'll now turn it over to Elana to discuss our journey.

Elana Winslow offered remarks.

Hi, everybody!

Peter and I started our BHEF journey in the spring of 2024. We brainstormed and collaborated on a project proposal that was then accepted. Peter traveled to the first BHEF in-person session in Maryland. I joined via Zoom because I was observing Passover, but I appreciated the accommodation.

After that meeting, Peter and I began fleshing out our ideas for the project even more. We recognized there were a lot of skills, experiences, and opportunities we wanted to provide students to bridge them to the workforce and the community beyond the classroom and the curriculum as it stood. At every step of our project process, we've been incredibly well supported by Dr. Ara Karakashian, Dr. Darryl Jones, and President Reber.

During the summer, we began to map out our program and incorporated a badging component into the project model. We were able to meet and collaborate with HCCC's Center for Online Learning to build out a Canvas shell to integrate. Peter very aptly coined the name of our program: BEST – Business Education Supplemental Training. I felt strongly that a mentorship component should be key to the program, and we'll discuss more about that momentarily.

Over the summer, Peter and I traveled to Des Moines, Iowa, for BHEF's second three-day in-person session for the Faculty Innovation Fellows and to meet with our counterparts at other schools. We worked on program mapping, planning, and discussing ways to overcome barriers and challenges during our project planning and implementation. Over the fall, we conducted focus groups with students, faculty, and employers to better understand the gaps that exist between classroom learning and workplace readiness. We worked closely with the Center for Career Development to ensure our program aligns with the college's broader goals for workforce development. We also reached out to our network of local employers to build relationships that could provide students with opportunities for mentorships and internships.

The BEST program is designed to be accessible and adaptable for all students, regardless of their field of study. Through a combination of workshops, mentorships, and digital badging, we aim to equip students with the skills and experiences they need to succeed in today's job market. One of the most exciting components of the program is its emphasis on mentorship. Students who participate in BEST will be paired with industry professionals who can guide them as they transition from the classroom to the workforce. We also plan to involve alumni who can share their experiences and offer advice to current students.

I'd now like to turn it back over to Peter to share more about the implementation process and our plans for the future

Dr. Cronrath resumed his remarks.

As you heard, our proposed solution to the problem of students not being career-ready in business is to offer supplemental training. The HCCC BEST program includes business-themed badges that focus on hard and soft skills in leadership and other business topics. Beyond the training, students are introduced to potential career pathways and one-on-one mentorship opportunities. Elana and I developed a program mantra that follows the BEST acronym: Building Industry Skills, Empowering Potential, Standing Out with BEST Badges Towards Success.

Learning outside the classroom involves many different experiential opportunities. I like to compare our badging system to the board game Trivial Pursuit, where you move around the board collecting different colored pieces to complete your pie. Our badging system works similarly. Students participate in various events and activities to earn points toward their badges. So far, we've established eight badging paths that students can pursue.

Over the summer, about 20 students expressed interest in joining the program. However, due to class and work conflicts, not all could participate in the first cohort. We successfully enrolled 11 students, all of whom have actively participated in events and activities. I'm pleased to report that we have maintained 100% retention in the program so far.

To date, all 11 students have completed points toward at least four badges, and we expect most of them to complete five to seven badges by May.

Elana Winslow offered remarks.

We officially kicked off the BEST program in September. In October, we focused on career development and human resources as our monthly theme.

Some of the activities included a visit to HCCC's Career Closet, part of the Hudson Helps initiative. Our students were able to select professional business attire for future interviews, business meetings, and events. We also hosted Liza Giuliano, Vice President and Program Manager of Global Human Resources Community Partnerships at Bank of America. Liza spoke to our students about her career journey, the human resources function at Bank of America, and what she looks for in job candidates.

Thanks to Dr. Jones and the Office of Academic Affairs, our students had the opportunity to have professional headshots taken. These headshots can be used for their LinkedIn profiles and other professional communications. Students received access to an online gallery to select their preferred photos, and the event was a huge success.

To help build camaraderie and excitement, we created an Instagram account to share updates, photos, flyers, and videos with the HCCC community.

We also partnered with the School of Continuing Education and Workforce Development to take our students to the Chase Financial Summit, which was held here on campus. Most recently, our students attended a virtual presentation by the Federal Reserve Bank.

This fall, our BEST students participated in the Bloomberg Finance Trading Challenge alongside 2,400 university teams from around the world. Our three teams achieved impressive results:

- Team Market Warriors finished in 1,494th place.
- Team Trading Syndicate finished in 956th place.

- Team Blue Masters finished in 528th place, placing them in the top 22% globally with a relative position of \$54,613 at the end of the six-week challenge.

In addition, our students are completing the Bloomberg Market Concepts certification, an eight-module training course that teaches them how to use Bloomberg terminals, analyze information, and make trades.

The success of these activities highlights the dedication and potential of our students. I'd now like to take this opportunity to introduce one of our wonderful students and cohort members, Anuvhuti.

Anuvhuti Bisht offered remarks.

Hello, everyone! My name is Anuvhuti Bisht. I'm a first-year accounting student at Hudson County Community College. Thank you for listening as I share the impact the HCCC BEST program has had on my journey, both academically and personally.

Returning to college after 16 years was both thrilling and daunting. I had forgotten how to navigate an academic environment and how to absorb knowledge effectively. The resources provided by the BEST program and Hudson County Community College have not only helped me relearn these skills, but also equipped me to grow and evolve in ways I never imagined.

Today, I want to reflect on a few pivotal experiences through the BEST program that have enriched my understanding of the professional world and its values.

One highlight was the speaking event with Ms. Liza Giuliano, Vice President of Talent Acquisition at Bank of America. Ms. Giuliano shared invaluable insights into human resources and workforce development within the banking and finance industry. She provided practical tips on fair hiring practices and tailoring resumes to align with job requirements. This session gave us tools to stand out as candidates and emphasized the importance of ethical and inclusive recruitment practices.

Another powerful moment was during the Hispanic Heritage Month celebration, where Chair Jeanette Peña inspired us with her story. She spoke about her journey as a child from an immigrant family, a community member, and the first Hispanic Chair of the Board of Trustees at HCCC. Her words emphasized the power of education and diversity in shaping both communities and businesses.

The BEST program has also allowed me to delve into financial markets and invest through the Bloomberg Global Trading Challenge. This experience not only broadened my understanding, but also gave me the confidence to present myself here today, make new friends, and confront the anxiety of stepping out of my comfort zone.

I know there is still so much more to learn and achieve as I continue this journey. To sum it all up, Chair Peña's words, "They can take everything away from you, but they can't take your education," resonate deeply with me. The BEST program has truly embodied this sentiment and has provided me with valuable knowledge and experiences. It also has given me the confidence to grow and evolve in ways I didn't think possible. As I continue my journey with this program, I'm reminded that education, in all its forms, is a tool that no one can take away from us.

With the resources, connections, and opportunities provided by BEST, we are all empowered to shape our futures and continue learning, no matter where life takes us. Thank you.

Elana Winslow offered remarks.

One of the most special elements of the BEST program is the assignment of mentors.

Having mentors available for our students to discuss their academic and professional journeys has been invaluable. I truly believe it's like gold, and we were very intentional about ensuring that students had this opportunity.

We've assembled an incredible group of mentors, some of whom are HCCC alumni, which makes it even more special. Others are adjunct faculty members or professionals from the community. We've worked closely with our mentors, providing them with discussion topics and guidelines to ensure meaningful interactions. At a minimum, students are required to meet with their mentors once a month. These meetings can happen remotely via Webex, by phone, or in person, and students are asked to reflect on their meetings within Canvas.

This next part is especially heartwarming for me. Stephen John Lewis, one of our mentors, was actually my student 14 years ago. When I was just starting at HCCC, Stephen was attending a professional networking event in the E Building, and we happened to run into each other. It was such an exciting moment for both of us. I immediately asked, "Would you like to mentor?" and he agreed without hesitation.

Aadil, one of our BEST cohort students, has also been incredible to work with. Watching the mentor-mentee relationship between Stephen and Aadil has been such a joy. They've both shown so much dedication, and it's been inspiring to see their growth.

Now, I'd like to invite Aadil and Stephen to share a few words and reflect on their experiences. Thank you.

Aadil Ishtiaq offered remarks.

I'm an EOF scholar, an accounting student, and a proud participant in the HCCC BEST program. It's an honor to share my experiences in this mentorship program, which has had a profound impact on my academic and professional journey. The program has not only deepened my knowledge of the business world but has also allowed me to form invaluable connections. I've benefited greatly from the close relationships I've developed with my professors, Dr. Cronrath and Professor Winslow, whose guidance and expertise continue to inspire me.

I have truly enjoyed collaborating with my peers in the program. Whether attending engaging speaker sessions, participating in activities, or looking forward to upcoming field trips, it has been incredibly fulfilling to learn alongside such a motivated group of individuals.

One of the most impactful aspects of this program has been my mentorship with Stephen John Lewis. Through our one-on-one discussions, I discovered that the city offers contracting funds to businesses that work with them, an insight I would never have gained otherwise. This information expanded my understanding of business operations and the importance of being informed about local, state, and national opportunities.

The mentorship experience has been truly life-changing. Having a mentor who supports you, not just during the program but beyond, is a rare and priceless gift. For a two-year institution like HCCC to offer such a program is extraordinary. It sets students like me on a smoother path to transferring to a four-year school and achieving the objectives of the program, which is to develop skills that will help us land great jobs in the future.

I am deeply grateful for the opportunity to be a part of the HCCC BEST program. The badges we earn, the professional skills we gain, and the mentorship opportunities provide us with a competitive edge and showcase our commitment to going above and beyond.

This program embodies my personal drive to strive for excellence and achieve more. It has prepared me for future successes, and I am incredibly thankful to the Board of Trustees for supporting such transformative opportunities.

Finally, thank you, Dr. Cronrath and Professor Winslow, for your tireless efforts in creating and leading this program. You have supported us every step of the way as we transition into the workforce. Thank you.

Stephen John Lewis offered remarks.

Good evening, everyone. Thank you, Trustees, and Professors Cronrath and Winslow.

It's been an incredible opportunity to be part of the BEST program. From our very first conversation, one that was supposed to last 15 minutes but ended up going for over an hour and a half, it's been clear how impactful this program can be.

As a mentor, my goal is to help guide students past some of the hurdles that many of us faced when we were younger. This program provides the opportunity to fast-track that growth. I often find myself thinking, "I wish something like this existed when I was a student."

My mentee, Aadil, has been a joy to work with. During our first meeting, I tried to figure out where her interests lay, and she was so laser-focused on her goals that it became clear my role was to help her connect with real-world experiences. Recently, she attended a workshop I led, and I encouraged her to talk to as many people as possible because you never know who might provide the opportunity to help take your career to the next level.

Although the program suggests meeting once a month, Aadil and I have connected weekly. We're even meeting for lunch next week. My goal is to pour as much support and knowledge as possible into her journey. This program is phenomenal, and I'm honored to be part of it. Thank you all.

Elana Winslow offered remarks.

As we look ahead, we're excited about the opportunities on the horizon.

Next Wednesday, we'll wrap up the semester with an exciting trip to Wall Street, where our students will take part in the Wall Street Experience Tour. Special thanks to Dr. Karakashian, Dr. Jones, and Angela Tuzzo for making this opportunity possible.

The spring semester is shaping up to be just as dynamic. In January, Peter and I will attend the final BHEF in-person session at Central Connecticut State University to present our project. Throughout the spring, we'll also engage in DEI training activities, collaborate with the Social Justice Symposium on campus, and bring in additional speakers.

We're planning to participate in the Rutgers Business School County Case Competition and the Mission 50 Pitch Competition and host a year-end completion ceremony for our students. At the ceremony, students will receive certificates, and we'll celebrate their achievements with a dinner that includes mentors and supporters. We're even planning a special surprise for the event.

Dr. Cronrath offered closing remarks.

Thank you, Elana. One of the last components of the program we're focusing on is collecting feedback from our students through research and reflections on their experiences.

Some quantitative results have shown that students reflected on feeling insecure about getting a job before participating in the program. For example:

- “My biggest insecurity related to preparing for my career is not knowing exactly what I want to do other than just the general term ‘business.’”
- “One challenge I’ve faced when applying for jobs is the intense competition in the job market. Many candidates have similar qualifications, making it difficult to stand out.”
- “I don’t have much work experience, and that tends to turn managers away from hiring me.”

When reflecting on mentorship, students shared:

- “I hope to find a mentor who can help me transition from community college to my next degree and clarify doubts about my career goals.”
- “Having a mentor during my college experience would significantly enhance my academic and personal growth. A mentor could serve as a source of encouragement.”

We hope the HCCC BEST program continues to address these gaps and helps students overcome these hurdles.

Finally, we’re excited to share the BHEF [recruitment video](#) for the next cohort. Applications are now open, and we encourage everyone to watch the screen for the video.

Thank you to everyone for supporting this initiative. We’ll be heading to Central Connecticut State University in January to present the final phase of our program.

Thank you all, and Happy Thanksgiving.

President Reber offered remarks.

Thank you, Dr. Jones, Professors Cronrath and Winslow, and our inspirational students! Thank you for sharing your experiences and perspectives.

We all are looking forward to the College Foundation’s 27th Annual Holiday Gala next Thursday, December 5 beginning at 6:00 p.m. in the Culinary Conference Center.

We are delighted to honor HCCC’s Beta Alpha Phi Chapter of Phi Theta Kappa Honor Society students, alumni, and Chapter Advisor and Professor of Mathematics Theodore Lai.

Professor Lai has advised the chapter for nearly 30 years and has mentored thousands of HCCC students and alumni, engaging them in college and community service activities and helping them apply for scholarships.

Joining us at the Gala will be President of the Phi Theta Kappa International Honor Society, Dr. Lynn Tincher-Ladner.

As usual, our spectacular Gala will showcase our award-winning Culinary Arts programs, faculty, and students.

Students in other academic areas of the College will also offer displays of their work.

We thank Vice President Nicole Johnson, Dean Ara Karakashian, the faculty and students in our Culinary Arts program, our Foundation Directors, and many others who are working very hard to make this a truly special evening for everyone and to raise funding for scholarships for our deserving students.

Trustees, this concludes my report.

Have a safe and enjoyable Thanksgiving holiday, everyone!

Chair Peña offered remarks.

I did have one question: how many mentors do you have in the program right now?

Elana Winslow responded.

There are 11 mentors. Each student has one. We wanted to make it a dedicated mentor relationship.

Chair Peña offered closing remarks.

That's excellent because mentorship really makes a difference. Sometimes, it's not a planned mentorship, it's just someone you come across in your life who guides you in the direction you're meant to go.

Thank you to our mentors and thank you to our staff for helping the students out. Congratulations to the students as well.

Regular Monthly Reports and Recommendations

- 1. The Minutes of the Regular Meeting of October 8, 2024 were approved.**
- 2. Gifts, Grants, and Contracts Report**

Hudson County Community College has received the following grants:

Title: JED Campus Collaborative for Student Parents

Agency: The JED Foundation

Purpose of Grant: The grant aims to develop mental health programming to support student parents.

College Administrator: Doreen Pontius

College Contribution: \$0

Award Amount: \$5,000.00

Title: FY2025 Hunger-Free Campus Grant

Agency: Office of the Secretary of Higher Education (OSHE)

Purpose of Grant: The funding's purpose is to address student hunger, leverage sustainable solutions to address basic food needs on campus, and continue building strategic partnerships at the local, state, and national levels to address food insecurity among students.

College Administrator: Katherine Morales

College Contribution: \$0

Award Amount: \$56,250.00

Title: FY2025 Some College, No Degree (SCND)

Agency: Office of the Secretary of Higher Education (OSHE)

Purpose of Grant: These funds will enable institutions to build capacity, address institutional barriers to re-enrolling and completing, and foster innovative ways to serve SCND students.

College Administrators: Matthew Fessler and Dr. Bernadette So

College Contribution: \$0

Award Amount: \$100,000.00

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 fees starting at \$185 was approved.
2. Resolution Approving Award of Sanitation Services to be funded from the operating budget at a total cost not to exceed \$179,548 was approved.
3. Resolution Authorizing Contract for Technical Maintenance of Parking Stackers to be funded from the operating budget at a cost not to exceed \$259,200 was approved.
4. Resolution Authorizing Agreement for Technology Management Services to be funded from the operating budget at a total cost not to exceed \$3,103,440 was approved.
5. Resolution Authorizing Renewal of Cloud Migration and Security Software to be funded from the operating budget at a total cost not to exceed \$260,902 was approved.
6. Resolution Authorizing Renewal of Microsoft Software License Agreement to be funded from the operating budget at a cost not to exceed \$88,853 was approved.
7. Resolution Authorizing Renewal of Smartsheet licenses to be funded from the operating budget at a total cost not to exceed \$74,934 was approved.
8. Resolution Authorizing Renewal of Staff and Faculty Monthly Parking at 511-523 52nd Street, West New York, NJ with the Town of West New York to be funded from the operating budget at a cost not to exceed \$44,000 annually was approved.
9. Resolution Awarding Renewal of Maintenance Agreement for Sharp Multifunctional Printers/Copiers to be funded from the operating budget at a cost not to exceed \$80,000 was approved.
10. Resolution Authorizing Renewal of Association of College and University Educators (ACUE) Partnership to be funded from the operating budget at a total cost not to exceed \$55,000 was approved.
11. 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.
12. Resolution Authorizing Approval of the 2024 Audit performed by Donohue, Gironde & Doria was approved.
13. Resolution Authorizing Renewal of Bloomberg Terminal Software to be funded by the Carl D. Perkins Grant at a total cost not to exceed \$108,308 was approved.
14. Resolution Authorizing Renewal of Review and Testing Course for Registered Nursing Program to Kaplan, Inc. to be funded by the Carl D. Perkins Grant at a cost not to exceed \$180 per student was approved.

15. Resolution Rejecting Proposal for Latino Outreach Services was approved, and authorization to rebid the services was granted.

The following actions were taken regarding **Personnel Recommendations** brought forward by the Administration and endorsed by the Personnel Committee.

1. The separation of the Director of Veterans Affairs and International Student Services was accepted.
2. The resignation of a Senior Assistant Director, North Hudson Operations and Development; an Administrative Assistant, Registrar's Office; an Academic Counselor; and an Academic Counselor, Early College Programs and Secaucus Center, were accepted.
3. Appointments of Full-time Staff were approved.
4. Appointments of Temporary Full-time Staff were approved.
5. Appointments of Temporary Full-time Faculty were approved.
6. Authorizations of Part-time Staff through November 2025, as needed, were approved.
7. Appointments of New Hire Adjunct Instructors were approved.
8. The following Modifications to the Staffing Table were approved:

Current Approved Title	New Title	Incumbent (If applicable)	Current Salary Grade	New Salary Grade	Current Salary	New Salary	Effective Date
Maintenance Manager	N/A	Julio Maldonado	113	N/A	\$90,473.45	\$95,623.00	December 1, 2024
Admissions Advisor	Assistant Director, Enrollment Services (One Stop Student Service Center)	Hamza Saleem	109	113	\$48,903.88	\$60,864.71	December 1, 2024
Accountant	Accounting Manager	N/A	113	117	N/A	N/A	November 27, 2024
N/A	Director, Perkins, Career and Technical Education	N/A	N/A	117	N/A	N/A	November 27, 2024
N/A	Director, One Stop Student Services Center	N/A		119	N/A	N/A	November 27, 2024
N/A	Visual Art and Design Equipment and Lab Manager	N/A	N/A	116	N/A	N/A	November 27, 2024

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

1. Resolution Authorizing Renewal of Affiliation Agreement Between Hudson County Community College (HCCC), Barnabas Health Medical Group, and Robert Wood Johnson Physician Enterprise, P.A., for Clinical Experiences in HCCC's Medical Assisting Program was approved.

2. Resolution Authorizing Renewal of Affiliation Agreement Between Hudson County Community College (HCCC) and Jersey City School District for Clinical Experiences in HCCC's Registered Nursing Program was approved.
3. Resolution Authorizing Affiliation Agreement Between Hudson County Community College (HCCC) and The New Jersey Imaging Network (NJIN) Montclair for Clinical Experiences in HCCC's Radiography Program was approved.
4. Resolution Authorizing Affiliation Agreement Between Hudson County Community College (HCCC) and Hackensack Meridian Health, Inc. for Clinical Experiences in HCCC's Registered Nursing and Radiography Programs was approved.
5. Resolution Authorizing Memorandum of Understanding (MOU) Between Hudson County Community College (HCCC) and Engage NJ for HCCC to Serve as an ENGAGECorps VISTA Project Partner Campus Site for 2024-25 was approved.
6. Resolution Authorizing Agreement Between Hudson County Community College (HCCC) and New Jersey Council of County Colleges (NJCCC) for College Readiness Now XI was approved.
7. Resolution Authorizing Amendment to the JED Campus Services Agreement Between Hudson County Community College (HCCC) and The JED Foundation for the JED Campus Collaborative for Student Parents was approved.
8. Resolution Authorizing Memorandum of Understanding (MOU) Between Hudson County Community College (HCCC) and Rose Pan African Education at Popenguine, Senegal was approved.
9. Resolution Authorizing Academic Calendar for the Fall 2025 Term was approved.
10. Resolution Authorizing New Academic Certificate in Pharmacy Technician was approved.

There was no **New Business**.

The **meeting was adjourned** at 6:09 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.