

Summary of Proceedings
Meeting of the Board of Trustees
Tuesday, February 22, 2022
5:00 p.m., via Zoom

Trustees Present: Joseph Doria; Karen Fahrenholz (Secretary/Treasurer); Pamela Gardner; Roberta Kenny; Bakari Lee (Vice Chair); William Netchert (Chair); Jasmine Ngin (Student Alumni Representative); Jeannette Peña; Christopher Reber; Silvia Rodriguez; Harold Stahl

Trustees Absent: Adamarys Galvin

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

Reports:

1. *Student Government Association President's Report*

Student Government Association President Angel Beebe offered the following report.

Good evening.

SGA has been very busy this month. We just finished our month-long "30 Days of Tips" project. These tips were filmed and edited and will be posted on the SGA Instagram account. We had over 16,000 views between these 30 videos. The videos consisted of the various resources HCCC has to offer that a new or current student may not be aware of. We hope with this project that students will take full advantage of all the wonderful benefits of being an HCCC student. We also hope students will continue to get involved by starting or joining clubs.

From February 6-9, Christian Rodriguez, our Director of Communications, and Alumni Advisor Jasmine Ngin, attended the ACCT National Legislative Summit (NLS) in Washington D.C. alongside Dr. Reber, VP Lisa Dougherty, Trustees Lee and Gardner, and other HCCC community members. Throughout this experience, Christian and Jasmine shared their personal stories, academic and personal success, and how community colleges made their stories possible.

Last week we had the pleasure of speaking with CIO Patricia Clay regarding the ongoing issue of phishing and scam emails. We learned more about the issues and shared some suggestions that may be helpful to spread awareness to the rest of the student body.

On March 7 and 8, SGA will host a Spring Mixer to continue return-to-campus efforts. This mixer will be focused on students meeting their deans, advisors, and professors from all the different divisions. This event will be hosted at both North Hudson and Journal Square campuses. There will be raffles, food, drinks, and even a fun activity for students, faculty, and staff to enjoy.

SGA has the pleasure of welcoming new Senators to the team. All are eager to learn and see how and where they can help. We are happy there is student representation on most committees, including the All College Council Student Affairs, Academic Senate, Space and Facilities, Technology, and College Life committees, the President's Advisory Council on Diversity, Equity, and Inclusion, the Return to Campus Task Force, and the newly formed Transfer Pathways Council.

We look forward to having our new Senators also participate on a committee.

Lastly, HCCC still serves as the hosting school for regular collective meetings of the SGAs from all 18 New Jersey community colleges. Over the past two meetings this semester, the groups reviewed plans to engage student leadership, SGA structures, the ACCT NLS, joining the Student Trustee Advisory Council, and more. These meetings help us foster new ideas for our campuses while opening cross-college collaboration and support opportunities.

Thank you for listening, and I am happy to answer any questions.

2. *All College Council President's Report*

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

Good evening, Board of Trustees, Dr. Reber, and the HCCC community.

At tomorrow's All College Council meeting, there will be several presentations that will recommend positive changes at HCCC.

First, the Academic Senate will present a governance recommendation for a new Syllabus statement regarding financial aid and tracking attendance. The purpose of the statement is to clearly communicate to students that failure to attend class will jeopardize their financial aid eligibility.

The second presentation will be made by the VP of DEI, PACDEI co-chairs, and myself. This Task Force is putting forth a governance recommendation to the charter of the ACC to embed DEI representatives on each of the standing committees of the ACC. This enhanced shared governance model and committee representation aligns with the DEI initiatives of HCCC.

The third presentation will be offered by the Reimagining Convocation Task Force. The Task Force will present the recommendation to the general body for feedback, with a formal recommendation to be passed on to the administration in March.

The final formal presentation will be an update on the Office Space Allocation Policy, which is a continuation of the presentation last month. Further discussion and drafting will take place before a formal vote in March or April.

Reports from the committees are as follows:

The Development and Planning Committee is working on the "Dollars for Scholars" event in April and the North Hudson Campus ten-year celebration.

The Student Affairs Committee is promoting the \$100 booster incentive program, the SGA mixer, and drafting a formal letter intended to connect with local daycares to further support students with children.

College Life is preparing for Professional Development Day on March 18, Steps for Wellness, and helping with the Heart Healthy food drive hosted by the Health Sciences Department.

The Technology Committee reported on new technology being installed at the College and the purchase of additional Chromebooks and laptops.

The Academic Senate and Space and Facilities Committees are focused on their proposed Governance Recommendations as previously mentioned.

I hope to see everyone at the meeting tomorrow. Thank you.

3. *President's Report*

President Reber offered the following remarks.

Good evening, Trustees and colleagues. It's great to be together again, and I hope you all are doing well. Angel and Peter, thank you as always for your substantive reports and leadership.

On the heels of our recent participation in the National Legislative Summit in Washington, DC, 17 Hudson County Community College students, faculty, and staff participated last week in the annual *Achieving the Dream* national conference, which was held virtually.

Vice Presidents Anna Krupitskiy and Yeurys Pujols presented a session entitled, "Holistic Approach to Community Building: Engaging and Supporting Diversity, Equity and Inclusion Initiatives," and Vice President Lisa Dougherty was invited by our partner organization and ATD Dream Conference sponsor, Ocelot, to discuss our highly successful Libby Chatbot that answers a wide range of questions 24-7 through our Website. This is the second time Lisa has been invited to share our Chatbot model and success at a national conference.

We thank Anna, Yeurys, and Lisa for representing HCCC exceedingly well in these national presentations. The presentations were outstanding.

This morning, the American Association of Community Colleges (AACC) announced finalists for their annual "Awards of Excellence." As I shared in a note this morning to our College community, Hudson County Community College is one of five finalists for AACC's 2022 "Advancing Diversity" Award. Winners will be announced at the AACC Awards of Excellence Gala on May 1 during the AACC Annual Conference in New York City. This is another point of pride for our HCCC Family.

This evening's agenda includes approval of recommended appointments to the leadership positions of Associate Dean of Business, Culinary Arts, and Hospitality Management; and Dean of Libraries. We thank Vice President for Academic Affairs, Dr. Darryl Jones, and members of the screening committees for their leadership and support of these national searches.

We congratulate our dedicated colleague, Dr. Ara Karakashian, on his appointment to lead the Division of Business, Culinary Arts, and Hospitality Management, where he has been serving with distinction as the Interim Associate Dean following the retirement of Paul Dillon last year. Ara has served Hudson County Community College since 2008 in the capacities of Associate Professor and Coordinator of Culinary Arts and as Interim Associate Dean. He holds an Ed.D. in Educational Leadership from Rowan University, and an MBA in Hospitality Administration from Johnson and Wales University. Ara is a member of the President's Executive Council, All College Council, Student Success Dream Team, President's Advisory Council on Diversity, Equity, and Inclusion, and the Return to Campus Task Force, among others.

Congratulations, Ara, and thanks for your leadership and support of our students and College!

We are also pleased to recommend the appointment of John Hernandez to the position of Dean of Libraries. John comes to us from California State University San Bernardino, where he presently serves as Head of Library Technology and Media Services. Previously, he coordinated Web and Mobile Library Services for the Northwestern University Library. John holds an MPA in Public and Nonprofit Management and Policy from NYU, and an MS in Library and Information Services from the University of Michigan.

I would also like to take this opportunity to thank our valued colleague, Director of Library Patron Services James Cox, for serving exceedingly well as Interim Dean of Libraries following former Dean Jennie Pu's appointment as Head of the Hoboken Public Library. James, we greatly appreciate your leadership and all you do for our students and our College!

As you are aware, we participate annually in the Goldman Sachs Local College Collaborative. Teams of students, working with faculty mentors, Goldman Sachs executives, and successful businesses and corporations, develop solutions to real-time business needs or problems, and at the end of the academic year, they present their project solutions on Wall Street. Participating with Hudson County Community College are teams from Saint Peters University, New Jersey City University, and Borough of Manhattan Community College. Professor Peter Cronrath, Professor Karen Galli, and Director of Career Services Victoria Marino mentor our students in this program.

This evening, I have invited Peter and Karen to discuss this phenomenal, high impact learning and leadership opportunity afforded our students. We are also delighted to welcome several students involved in this year's and previous years' projects to share their experiences with you.

Joining Peter and Karen are Maria Mellia, who is majoring in Business; 2020 HCCC graduates Alani Orriols and Brianna Heim; and 2021 graduate, and our Alumni Representative to the Board, Jasmine Ngin.

Peter, Karen, students, and alumnae, thanks so much for joining us this evening!

Peter Cronrath began the Goldman Sachs PowerPoint Presentation by offering the following remarks.

[Goldman Sachs Local College Collaborative](#)

Thank you, Dr. Reber.

Hello again, Trustees. When I'm not doing board reports, I get to take my time and mentor some students at Hudson County Community College in the Goldman Sachs Local College Collaborative program. I am Peter Cronrath, an assistant professor of Business, and this is my sixth year as the faculty mentor of the program.

Karen Galli offered remarks.

Hello, Trustees. I'm Karen Galli, and I teach in the English division. This is my second year in the program as a faculty mentor and, of course, Tory Marino, director of career services, has been managing the program for the last three years.

Our program includes ten students that are selected every year, and we partner with three other local colleges: Borough of Manhattan Community College (BMCC), New Jersey City University (NJCU), and Saint Peter's University.

The program planning begins in the fall semester before we meet with our students in the spring. During that fall semester, we are recruiting and interviewing students. In early January, students begin their case study with our partner company. They start by conducting a vigorous research process and mapping industry practices and solutions for the case study problem. Along the way, the students are assigned a partner company, visit their site, and receive mentoring and guidance from Dr. Cronrath and me, and Goldman Sachs associates. The students work on team building and collaboration until the end of the project; other work culminates in a final report and presentation given to the entire Local College Collaborative and the senior leaders of Goldman Sachs and the partner company.

Peter Cronrath resumed his remarks.

We have set some basic standards for students to apply to the program with a 2.8 or higher GPA. Students have averaged a 3.4 or higher GPA with at least 15 credits. Most students come into the program with 30 or more credits, usually second-year students. They provide us with a PowerPoint of up to five slides about themselves, their aspirations, and career interests. Then we conduct group interviews of four or five students with a panel to select the students.

In the past, we've had three Jack Kent Cooke award recipients participate in the program and many other outstanding students; many students transfer to Ivy League schools and top colleges across the country.

In the initial year, we did not have a signed partner company. The program kicked off, and they derived the case study fictitiously. Beyond that, they realized they wanted authentic opportunities and partner companies and students engaging with executive management of companies. In 2017, we partnered with Newell Brand, which owns Yankee Candle and Coleman Sports Goods. We were working on a case study revolving around their marketing strategy. The following year we partnered with NRG Energy, home-based in Princeton, NJ and Texas, providing energy and distribution throughout the country.

We followed that with Sherwin Williams in 2019-20, a great partner company. We engaged with many of their executives and their leadership within New Jersey and the tri-state area. That year, we were able to participate in person for the beginning of the program. Then we encountered COVID. We had to do the final presentation virtually. We made that shift for those executives and they were very welcoming to the idea. Luckily, we had visited their site before the pandemic.

In 2020, the entire program was virtual, so those students never had the opportunity to go to any site physically. We partnered with the Microsoft Excel division based in New York City. Those executives were admirable, making the program pleasant for the students and engaging them remotely.

This year, we are partnered with Coldwell Banker Richard Ellis (CBRE). They're based in New Jersey, New York, and across the globe. They're one of the largest real estate brokers in the world. Their case study this year revolves around data centers and current trends. While time has passed through the years, we've noticed that the case studies have been built to be more realistic and trend-setting with the students' ideas. These are real-life problems that students are working on and data centers are a top trend of companies shifting their support services for Internet and cloud-based systems.

Elaborating on the Goldman Sachs program, it consists of two main functions. First, Goldman Sachs provides mentorship in professionalism, networking, and brand building. This year, they

added diversity and understanding in the workplace, including professional lectures throughout the program. Second, of course, is a case study scenario where the students present, analyze, and write professionally, which has improved since Professor Galli's participation. They're developing some innovative business ideas and creative solutions resulting in that final presentation.

I now turn to the students to discuss what they've learned in the program, starting with Maria.

Maria Mellia shared her experience.

First, thank you all for this opportunity to talk about my experiences in the Goldman Sachs Local College Collaborative Program of 2022. My name is Maria Mellia, and I am one of the seven students currently representing HCCC in this program. At first, I heard about the program one week before the deadline to apply, and I just knew that I had to take the chance to join. This program is not only an excellent opportunity for learning important professional skills, but it also aligns perfectly with my Business Administration major.

Even though the program is still ongoing, I can tell you that I have greatly improved my collaboration, teamwork, and communication skills. In addition, it has been an opportunity to exercise my public speaking and leadership skills. However, the most valuable thing that I have learned so far is to take every opportunity presented and make the most of it. This program has helped me explore what a business career would look like on a day-to-day basis. However, unlike an internship, it includes built-in support from faculty members, mentors, and peers. Therefore, I would highly encourage fellow students to apply for this program in the coming years. Again, thank you for the opportunity to address the Board today.

Alani Orriols shared her experience.

Good evening. My name is Alani Orriols. During my last semester at Hudson County Community College, I participated in the Goldman Sachs Local College Collaborative. At first, I was unsure about applying to the program as I was nervous about potentially presenting in front of a large audience. But after speaking with a few friends and professors, I was convinced to do so.

Participating in this program not only offered me insight into a career I hadn't previously considered, but I was able to learn skills I can use in the future. I learned how to collaborate and communicate with a team, take critiques and improve my work. I learned how to create a strong presentation deck, and, most important, I learned how to present and be confident. The most excellent skill I learned was how to adapt. Our team quickly transitioned from in-person meetings to collaborating on a PowerPoint remotely and building a YouTube video of our presentation. It was tough at times, but we made the best of our situation, and, in the end, we had a fantastic presentation. Through the process, we learned a lot and I can say that this was one of the best experiences of my college career.

Brianna Heim shared her experience.

Good evening, everyone. My name is Brianna Heim. Two years ago, I participated in the Local College Collaborative with Goldman Sachs here at Hudson County Community college. Today, I'm a senior at Montclair State University majoring in Business Administration with a concentration in Management. By participating in this program, I am a better student and better leader.

During our first self-presentations, I froze and could not even form a single sentence. Since then, I have learned how to feel more confident with public speaking after various practices set up by

our mentors. I have also improved my presentation skills by utilizing the knowledge of writing a team charter and case study and creating excellent reports at Montclair State. I just replicated the team charter template for my time with the collaborative and my professor said it was excellent; it's one of the best templates he's ever seen. I often now take on more leadership roles and find it much easier to form relationships with people.

This program taught me so much about business and myself. I will be graduating this spring with my bachelor's degree and I plan to begin my master's in business administration and my juris doctorate this fall. I owe this program so much for providing me with the knowledge and the confidence to be the person I am today. Thank you.

Jasmine Ngin shared her experience.

Thank you so much, Professor Cronrath. Trustees, you all are familiar with me. I just love to share my story about the Local College Collaborative. I'd like to say every successful individual would tell you the same story. They had no experience at one point, but they had a lot of ambition and enthusiasm. They had no idea how to pursue it, but the opportunity got them to where they are now.

When I worked with Goldman Sachs and our partner company, Microsoft, they were welcoming and eager to speak with us and assist us in our objectives. Above all, we had access to excellent HCCC instructors, who worked with us to help us grow professionally, and, most importantly, personally. I'm so glad to say that being part of the Local College Collaborative has significantly impacted my life. This opportunity opened doors for me that would have been otherwise closed. Due to the Local College Collaborative, I began having personal conversations with Goldman Sachs and Morgan Stanley executives, which I would have never imagined in my wildest dreams. This was the single most significant catalyst in my life, and I want to thank you all for that.

Peter Cronrath offered concluding remarks.

Thank you so much. You are great role models. Maria, you're going to turn into a great role model as well!

I want to say thank you to the Trustees for listening to our presentation.

President Reber resumed his remarks.

Thanks so much, colleagues and students.

Maria, Alani, Brianna, and Jasmine, congratulations on your success and thank you for sharing your experiences in the Goldman Sachs Local College Collaborative.

Maria, we look forward to your presentation later this semester.

Trustees, this concludes my report. Peter, Karen, our students, and I would be happy to entertain any questions or comments you might have.

Regular Monthly Reports and Recommendations

- 1. The Minutes of the Regular Meeting of January 18, 2022, were approved.**
- 2. Gifts, Grants, and Contracts Report – 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 Legal Counsel Services, at a rate of \$215 per hour for one year, was approved.
2. Resolution Authorizing ITV Telepresence and Remote Sharing Systems, to be funded by the American Rescue Plan (ARP) Grant at a cost not to exceed \$317,940, was approved.
3. Resolution Authorizing Purchase of Chromebooks for Student Laptop Loan Program, to be funded by the American Rescue Plan (ARP) Grant at a cost not to exceed \$59,600, was approved.
4. Resolution Authorizing Graphic Processing Software, to be funded by the American Rescue Plan (ARP) Grant at a cost not to exceed \$64,822, was approved.
5. Resolution Authorizing Additional Nvidia Licenses, to be funded by the American Rescue Plan (ARP) Grant at a cost not to exceed \$37,495, was approved.
6. Resolution Authorizing Purchase of Commencement Regalia, to be funded by the Student Life Fee (SLF) at a cost not to exceed \$111,000, was approved.
7. Resolution Authorizing Elevator Maintenance and Repair Services, at a cost not to exceed \$64,000, was approved.
8. Resolution Awarding Contract for Electrical Services and Installations on a Time and Material Basis, at a cost not to exceed \$120,000, was approved.
9. Resolution Authorizing Engineering Services for Electrical Upgrades for Fire Dampers, HVAC, and ITV Projects, at a cost not to exceed \$58,000, was approved.
10. Resolution Approving Payment for Emergency Heating Repairs at 161 Newkirk Street, at a cost not to exceed \$8,688, was approved.
11. Resolution Authorizing Purchase of Accuplacer Exams, at a cost not to exceed \$1.95 per unit, was approved.
12. Resolution Authorizing Elimination of the student application fee was approved.

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

1. The resignations of a Biology and Chemistry Laboratory Technician; Student Success Coach; and Program Assistant were accepted.
2. Staff appointments to the following full-time positions were approved: ESL Program Specialist (Grant-funded); Golden Door/La Puerta Dorada Project Director (Grant-funded); Accountant; Dean of Libraries; Associate Dean of Business, Culinary Arts, and Hospitality Management; and Support Analyst.
3. Appointments of Temporary Full-time Staff were approved.
4. Appointments of Temporary Full-time Faculty for Spring 2022 were approved.
5. Authorizations of Part-time Staff through February 2023, as needed, were approved.

6. Appointments of New Hire Adjunct Instructors were approved.
7. The following Modification to the Staffing Table was approved:

Current Approved Title	New Title/ Deleted Title (if applicable)	Incumbent (if applicable)	Salary Adjustment (if applicable)	Effective Date
Associate Dean of English and ESL	Delete Title	N/A	N/A (Salary savings of \$98,800)	February 1, 2022
New Title	Director of ESL and Academic Foundations English	Jedediah Palmer (Interim)	Interim salary adjustment from \$60,099.99 to \$65,099.99	February 1, 2022
Associate Dean of Humanities and Social Sciences	No Change in Title	Alison Wakefield (Interim)	Interim salary adjustment from \$98,800 to \$120,000	February 1, 2022

8. Resolution to Approve Policies on Public Safety and Security, and Procurement, was approved.

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 Memorandum of Understanding Between Hudson County Community College and Montclair State University was approved.
2. Resolution Authorizing Memorandum of Understanding Between Hudson County Community College and Stockton University was approved.
3. Resolution Authorizing Articulation Agreement Between Hudson County Community College and New Jersey City University for Academic Pathways in Cybersecurity was approved.
4. Resolution Authorizing Affiliation Agreement Between Hudson County Community College and New Jersey City University (NJCU) for Preceptorship Experiences for NJCU Students in the Graduate Nursing Program was approved.
5. Resolution Authorizing Agreement Between Hudson County Community College and Newark Board of Education for the Delivery of Culinary Arts Dual Credit Instruction was approved.

The **meeting was adjourned** at 5:39 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.