

**Summary of Proceedings at the
Regular Meeting of the Board of Trustees
May 9, 2017
5:00 p.m.
Culinary Conference Center
161 Newkirk Street, Jersey City, New Jersey**

Trustees present were: Kevin Callahan; Karen A. Fahrenholz (Secretary/Treasurer); Dr. Glen Gabert (ex officio); Roberta Kenny; Joanne Kosakowski; Bakari Gerald Lee (Vice Chair); William Netchert (Chairman); Jeanette Peña; Adrienne Sires; Jahrell Thompson (Student Alumni Representative).

Trustees not present were: Harold Stahl; Joseph Zarra

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

Awards, Recognitions and Special Reports:

1. Veronica Gerosimo, Director of Student Activities, and Angline Plummer, Past President of HCCC Chapter of The National Society of Leadership and Success (NSLS), addressed the Board and presented the College with the Order of Sigma award, conferred by NSLS for their achievement in completion of all ten pillars in the society's Pillar Program, which set standards of best practices in running a chapter. For the Spring 2017 semester, only 27 of the 549 NSLS chapters nationwide achieved this honor.
2. President Gabert congratulated Trustee Lee on the birth of his daughter and attorney John Geppert on the birth of his granddaughter.
3. President Gabert reminded trustees about the following events/deadline:
 - Graduation - Thursday, May 18th, 6:00 pm, NJPAC. Trustees should arrive at NJPAC no later than 5:00 pm to be robed. Trustees were also invited to attend the reception after graduation.

(continued...)

- Wine Tasting - Thursday, 6:00 pm, Library Building, 6th floor, 71 Sip (sponsored by the Foundation's West Hudson Scholarship Committee).
- Deadline for Trustees to file the Disclosure Statement Forms - May 20th.

The trustees approved the **minutes of the Regular Meeting of April 11, 2017**.

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

1. The authorization to enter into a Clinical Education Agreement between Promise Care NJ, LLC and HCCC – Nursing Program from July 1, 2017 to June 30, 2019 was approved.
2. The authorization to enter into a Clinical Education Agreement between Palisade Medical Center Parrish NJ, LLC and HCCC – Nursing Program from July 1, 2017 to June 30, 2019 was approved.
3. The Affiliation Agreement between Hackensack University Medical Center Mountainside, and HCCC – Nursing Program from July 1, 2017 to June 30, 2019 was approved.
4. The purchase of new Dell Computers for the upgrade to the North Hudson Library was awarded to Dell of Round Rock, Texas, at a cost not to exceed \$32,854.00.
5. The Resolution to Amend the March 17, 2017 Resolution #2 for Epson SureColor F2000 Printer to change the award of vendor to Lawson Screen & Digital Products of St. Louis, MO, and to increase the price of the printer at a cost not to exceed \$21,216.25.
6. The Purchase of STEM Building Lab Equipment was awarded to VWR (NJ State Contract Number 75846) at a cost not to exceed \$471,485.62.
7. The Purchase of STEM Building Lab Equipment was awarded to Fisher Scientific at a cost not to exceed \$21,265.78.00.
8. The purchase of construction/maintenance supplies for the Maintenance Department was awarded to Tsigonia Paint Sales of Jersey City, New Jersey, at a cost not to exceed \$27,000.00.

9. The New and on-going Partnerships with Hudson County High Schools for the Delivery of Credit Course Instruction for Academic Year 2017 – 2018 under the Learning Enables All Possibilities Program was approved.

The following actions were taken regarding **personnel recommendations** brought forward by the Administration and endorsed by the Personnel Committee:

1. The resignation of an Assistant Professor was accepted.
2. Staff were appointed to the following full-time positions: EOF Counselor; College Lecturer, STEM
3. Staff were appointed to the following Temporary Full-Time assignments: Assistant, Office for School & College Relations; Coordinator, Evening/Weekend & Off-Site Programs Non-Traditional Programs
4. The following Full-Time Faculty received promotions for Academic Year 2017-2018.

<i>From Instructor to Assistant Professor</i>		
<u>Name</u>	<u>Discipline</u>	<u>Increase added to base Salary (Per contract.)</u>
Shannonine Caruana	ESL	\$2,500.00
Nadia Hedhli	Biology	\$2,500.00
Craig McLaughlin	Psychology	\$2,500.00
Maria Schirta	ESL	\$2,500.00
Elena Winslow	Business	\$2,500.00

Note: Promotions effective August 15, 2017.

5. Reappointment of Non-Tenured Full-Time Faculty for Academic Year 2017-2018 was approved.

<u>Last Name</u>	<u>First Name</u>	<u>Title</u>
Abdullah	Sirhan	Instructor, Health Services
Acevedo	Antonio	Instructor, History
Aljamal	Faisal	Instructor, Computer Science
Bishop	Andrew	Instructor, English
Buckley	Kathryn	Instructor, Academic Foundations English

Cuellar	Sal	Instructor, Psychology
Drew	Lauren	Instructor, English as a Second Language
Gallo	Joseph	Instructor, Humanities/Theatre
Hamer	Robert	Instructor, Hospitality/Management
Lamb	Jerry	Instructor, Criminal Justice
Lopez	Melody	Instructor, Environmental Studies
Mahmood	Azar	Instructor, Chemistry
McRae	Lester	Instructor, Accounting
Payne	Courtney	Instructor, Culinary Arts
Singer	Robin	Instructor, Education
Ye	Xiojin	Instructor Academic Foundations Math

6. Non-Reappointment of Non-Tenured Full-Time Faculty for Academic Year 2017-2018 was approved.

<u>Last Name</u>	<u>First Name</u>	<u>Title</u>
Mittleman	Marc	Instructor, Accounting
Wilson	Thandi	Instructor, English

7. Reappointment of Full-Time Lecturers Faculty for Academic Year 2017-2018 was approved.

<u>Last Name</u>	<u>First Name</u>	<u>Title</u>
Bolanos	Otto	Lecturer, Workforce Development
Devries	Heather	Lecturer, Humanities
Lontoc	Marissa	Lecturer, Business, Culinary and Hospitality Management
Vega	Aileen	Lecturer, Workforce Development
Walker	Richard	Lecturer, Social Sciences

8. Sabbatical Recommendation for Fall Semester 2017 was approved.

<u>Name</u>	<u>Title</u>	<u>Effective Date</u>
Elena Gorokhova,	Professor, ESL	August 2017 - December 2017

9. Appointment of Additional New & Continuing Part-Time Hires: May 10 – December 21, 2017 was approved.

The following action was taken regarding **new business**:

1. Resolution of the Board of Trustees of Hudson County Community College Approving the Sale of 84 Sip Avenue/25 Journal Square, Jersey City, New Jersey and Approving the Execution of Documents in Connection therewith was approved.

The **meeting was adjourned** at 5:20 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.