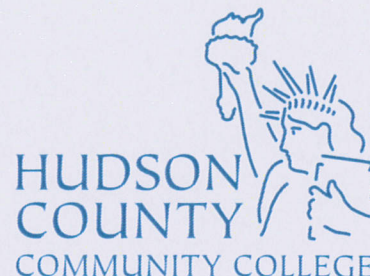


*Office of the President
70 Sip Avenue
Jersey City, New Jersey*



**Summary of Proceedings at the
Regular Meeting of the Board of Trustees
May 10, 2016
5:00 p.m.
HCCC Culinary Conference Center
161 Newkirk Street, Jersey City, New Jersey**

Trustees present were: Kevin Callahan; Ingrid Rose Cooper (Student Alumni Representative); Karen A. Fahrenholz (Secretary/Treasurer); Dr. Glen Gabert (ex officio); Roberta Kenny (via conference call); Joanne Kosakowski; Bakari Gerald Lee (Vice Chair); William Netchert (Chairman).

Trustees not present were: Jeanette Peña; Harold Stahl; Monica Tone; Adrienne Sires.

Comments from the Public:

Cathie Seidman, Associate Professor, Criminal Justice, reported that she is no longer President of the Professional Association. She thanked President Gabert and Vivyen Ray, Executive Director, Human Resources, for all help given negotiating contract. President Gabert said it has been a great relationship.

Awards, Recognitions and Special Reports

1. Denise Rossilli, Chair – All College Council, gave a presentation on the Council's work over the past year. (Attachment)
2. Chairman Netchert spoke about the College receiving the 2016 Excellence in Academic Libraries Award from the Association of College and Research Libraries (ACRL) and how proud he was of the library staff's dedication and hard work in making this happen.
3. President Gabert reminded trustees about graduation on Thursday, May 19th. He also reported that HCCC Student Matea Samardzic will represent Croatia in the 2016 Olympic Games' swimming division in Rio de Janeiro, Brazil.

(continued...)

The trustees approved the **minutes of the Regular Meeting** of April 5, 2016.

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 Change Order to increase the contract awarded to Hall Building Corp. of Farmingdale, NJ (to complete work associated with lower level Library renovations) was approved in the amount not to exceed \$77,202.00.
2. The Change Order for to increase the contract awarded to Dresdner Robin of for additional work for traffic study and traffic design was approved in the amount not to exceed \$17,050.00
3. The Award of a Vendor to replace old Fire Alarm System for Book Store was awarded to AFA Protective Systems Inc., of North Brunswick, NJ, in the amount not to exceed \$18,025.00.
4. The Procurement Policies and Procedures Manual dated April 19, 2016 was approved.
5. The Authorization was Granted for participation in the Cooperative Purchasing Network for the purchase of nursing and other educational equipment and supplies.
6. The Purchase of Instructional Technology for the Grants Department and Health, Science and Technology Division was awarded to Laerdal Inc., of Wappingers Falls, NY, for a total cost not to exceed \$52,565.00.
7. The Bid Award for the purchase of Culinary Equipment was awarded to Todd Devon Food Equipment of Las Vegas, NV, at a cost not to exceed \$71,000.00.
8. The Purchase of new Dell Computers for Journal Square and North Hudson Campuses was awarded to Dell Marketing of Round, Rock, TX, at a cost not to exceed \$60,266.80.
9. The Employee Health Care Waiver Policy was approved.

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

1. Staff were appointed to the following full-time positions: Assistant Dean of Student Services; Director of Career Development; Director of Student Activities; Safety & Security Associate (2).
2. The Staffing Table was amended and the following job titles were eliminated.

Title

Library Assistant, Media Services

Title

Administrative Assistant/North Hudson Campus

3. The reappointment of Non-Tenured Full-time Faculty Academic Year 2016-2017 was approved.
4. The non-reappointment of Non-Tenured Full-Time Faculty Academic Year 2016-2017 was approved
5. The reappointment of Full-Time Lecturers Faculty Academic Year 2016-2017 was approved.
6. The appointment of Additional New & Continuing Part-Time Hires: May 10– June 30, 2016 was approved.
7. The award of Consultant Services for Tenure Appeal Committee – Temporary Consultant for Chair 2015-2016 tenure appeal committee
8. The award of Temporary Consultant for Commissioned Blue Ribbon Committee was awarded to Clifford Brooks, Instructional Services Librarian, at a cost not to exceed \$2,000.00.

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

1. The suspension of recruitments, as of Fall 2016, for the AS Respiratory Care joint partnership program with Rutgers School of Health Related Professions was approved.

The following actions were taken concerning **new business**:

1. The settlement of litigation regarding a personnel issue was approved.

The **meeting was adjourned** at 5:30 pm.

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.