

**Summary of Proceedings at the  
Reorganization Meeting and the Regular Meeting of the  
Board of Trustees  
November 20, 2012  
5:00 p.m.  
Mary T. Norton Room, 70 Sip Avenue  
Jersey City, New Jersey**

**Trustees present were:** Karen A. Fahrenholz; James Fife; Dr. Glen Gabert (ex officio); Roberta Kenny; Joanne Kosakowski, Bakari Gerald Lee (Vice Chair); William Netchert (Chairman); and Alfred Zampella.

**Trustees not present were:** Jeanette Pena; and Adrienne Sires; Katia Stack.

**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** Shannon Gallagher was sworn in as the new Student Alumni Representative.

The following **trustees were then elected as board officers** for the term extending through November, 2013: William Netchert, Chairman; Bakari Gerald Lee, Vice Chair; and Karen Fahrenholz, Secretary/Treasurer.

Chairman Netchert said that the appointment of committees would be made at a later date in anticipation of a new trustee.

**The board then approved its regular meeting schedule through November, 2013.** Meetings were set for January 22, February 19, March 12, April 9, May 14, June 11, August 13, September 10, October 15, and November 20.

**The reorganization meeting was then adjourned and the trustees immediately reconvened to conduct its regular monthly business meeting.**

*(continued...)*

### Comments from the Public:

Dr. Lloyd Kahn, Professor of Life Science and President of the Professional Association said the Professional Association appreciated the approval of the union contract. He thanked Dr. Gabert, Dr. Eric Friedman and Chanida Katkanant for their support and participation at the November 18<sup>th</sup> Phi Theta Kappa event held at the Culinary Conference Center. Dr. Kahn also congratulated Shannon Gallagher, new Student Alumni Representative, for doing an excellent job as the past President of Phi Theta Kappa.

### Awards, Recognitions and Special Reports:

- Retiring Professor of Physics Dr. David Rosenthal and Executive Administrative Assistant, Student Affairs, Patricia Sikorski were recognized.
- Trustee Lee congratulated Dr. Glen Gabert and Jennifer Oakley for winning two prestigious regional awards on behalf of the College from the Association of Community College Trustees (ACCT): The Charles Kennedy Equity Award recognizing the College's success in making its diversity an institutional strength and the Professional Board Staff Award recognizing Jennifer Oakley's 33 years of distinguished service.
- President Gabert reminded the trustees of some upcoming events:

<i>November 26</i>	NJCCC Meeting, 6:00 – 8:00 pm at East Windsor Holiday Inn
<i>December 6<sup>th</sup></i>	Foundation Gala, 6:00 pm at Culinary Conference Center
<i>December 11</i>	Rich Voorhees, Consultant, Mission Statement meetings with trustees and freeholders at the Culinary Conference Center
<i>December 13<sup>th</sup></i>	Recognition event for Foundation Directors and the West Hudson Scholarship Committee, 6:00 pm at President Gabert's Home
<i>December 18<sup>th</sup></i>	<i>(Rescheduled)</i> Chamber of Commerce Legends Ball 6:00 pm at Liberty Science Center
<i>December 20<sup>th</sup></i>	Holiday Reception for College Staff, 2:00-5:00 pm at Culinary Conference Center

*(continued...)*

## **2013**

*January 24*

College In-Service, 9:00 a.m. at  
Culinary Conference Center

Dr. Gabert also reported that the Employee Scholarship Luncheon will be rescheduled for a date to be determined after the spring because the original date was in the aftermath of Hurricane Sandy.

The trustees **approved the minutes** of October 9, 2012 with the September 11, 2012 resolutions ratified.

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

- The award of a custodial paper supplies vendor for FY13 & FY14 was awarded to American Paper Towel of Carlstadt, New Jersey at a total cost of \$148,164.00.
- The renewal of managed services contract for three (3) years supporting Administrative computing was awarded to Ellucian (Datatel) of Fairfax, Virginia at a total cost of \$3,709,080.00.
- The renewal of website support and portal services for two (2) years was awarded to Ellucian (Datatel) of Fairfax, Virginia at a total cost of \$233,433.00.
- The award of custodial cleaning supplies for FY 13 & FY14 was awarded to United Sales USA Corp. of Brooklyn, New York at a total cost of \$292,555.80.

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

- The retirement of a Professor, Physics was accepted.
- Staff were appointed to the following full-time job titles: Lab Technician, Chemistry and Biology (NHC); Administrative Assistant, Dean of Non-Traditional Programs; Coordinator of Evening/Weekend & Off-site Services.

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- Persons were approved for inclusion on the list of those authorized for part-time employment, November 21, 2012 – June 30, 2013.
- The collective bargaining agreement between Hudson County Community College and the Hudson County Community College Professional Association extended from July 1, 2011 through June 30, 2013 was approved.
- The collective bargaining agreement between Hudson County Community College and the Hudson County Community College Academic Administrative Association extended from July 1, 2011 through June 30, 2013 was approved.
- The salary adjustments for employees holding regular full-time confidential positions effective July 1, 2012 were approved.

The **meeting adjourned** at 5:55 p.m.

*The minutes of the Board of Trustees, upon approval, are available in the College Library, the President's Office and on the College website.*