

## NEW ACADEMIC DEGREE PROGRAM PROGRAM ANNOUNCEMENT

<b>Institution</b>	Hudson County Community College
<b>New Academic Degree Program Title</b>	Cybersecurity Academic Certificate
<b>Degree Designation</b>	Academic Certificate
<b>Degree Abbreviation</b>	CYS.CERT
<b>CIP Code and Nomenclature</b>	11.1003 – Computer and Information Sciences and Support Services
<b>Total Credit Hours</b>	33 credits
<b>Proposed Start Date</b>	September 2025

**Introduction:**

Describe the institutional profile and context for the proposed program.

Strategic Direction	Strategic Initiative	Academic Certificate in Cybersecurity
<p><b>Strategic Direction 3:</b>            Innovative Programming for Students Aligned with Workforce and Community Needs</p> <p><b>Vision Statement:</b>            Hudson County Community College assesses the needs of the local and statewide labor</p>	<p><b>Strategic Initiative 8:</b>            Assess and revise course curricula, degree and certificate programs to address workforce and community needs.</p> <p><b>Purpose of the Strategic Initiative:</b>            The purpose of this initiative is to better align the career goals of students and academic pathways to promote career success.</p>	<p>A cybersecurity certificate program is designed to equip students with skills that are in high demand in the workforce. By aligning the curriculum with current industry standards and emerging threats, the program ensures that graduates are prepared for immediate entry into the cybersecurity field.</p>

<p>markets to develop academic programs and workforce credentials that prepare and empower students for educational transfer and gainful employment. With on-ramps and off-ramps between academic programs and workforce credentials, the College provides customized learning experiences to promote skill and knowledge development. Students are supported with innovative and modern facilities and resources.</p>	<p><b>Strategic Initiative 10:</b> Establish flexible, short-term credential programs.</p> <p><b>Purpose of the Strategic Initiative:</b> The purpose of this initiative is to address immediate workforce needs and to encourage students to pursue additional academic credentials at two- and four-year colleges and universities. This initiative will also include the growth and development of certificate programs, stackable credentials, and badges.</p>	<p><b>Quick Entry into the Field:</b> Cybersecurity certificate program is designed to be completed in a relatively short period compared to traditional degree programs. This allows students to quickly gain the skills and knowledge needed to enter the workforce or advance in their current roles.</p> <p><b>Up-to-Date Skills:</b> The focus on current cybersecurity threats and technologies ensures that the skills taught are relevant and immediately applicable, addressing the fast-evolving needs of the cybersecurity job market.</p> <p><b>Encourages students to pursue additional credentials:</b> Many cybersecurity certificate programs are designed to be part of a stackable credential system. Students can start with a basic certificate and then build on it with additional certifications or degrees</p>
	<p><b>Strategic Initiative 16:</b> Expand high-quality and diverse remote, online and hybrid learning modalities.</p> <p><b>Purpose of the Strategic Initiative:</b> The purpose of this strategic initiative is to expand the scope of learning opportunities and modalities to address and support the diverse needs of students.</p>	<p><b>By offering the cybersecurity certificate,</b> HCCC enhances remote access, making the program available to students who face geographical, personal, or professional constraints that prevent them from attending on-campus classes. This expansion of remote learning options broadens the scope of learning opportunities for a diverse audience. Additionally, the flexible scheduling will benefit students who need to balance education with work or other responsibilities.</p>

### Overview of proposed new academic degree program:

Provide a summary of key program elements relevant to each standard.

This certificate program equips students for entry-level roles in cybersecurity, including network troubleshooting, network defense, basic computer forensics, and fundamental network management. It also covers the development and implementation of information security policies and procedures. Credits earned through this certificate can be applied toward an Associate A.S. Degree in Computer Science Option in Cybersecurity.

The 33-credit Academic Certificate in Cybersecurity is awarded upon successful completion of the specified courses within the Cybersecurity program.

General Education			Major Requirements	
Category	Course	Credits	Course	Credits
Mathematics	MAT-114 or Higher*  <small>*(MAT-110, 111, 112, 211, 212, and 215)</small>	3	CSC-113: Discrete Math	3
Communication (3 Credits)	ENG 101	3	CSC-117 Java Programming	3
			CSC-214 Data Structure and Adv Programming	3
			CSC 226 Database Design and Concepts	3
			CSC-227 Operating Systems	3
			CSC-232 Cyber Security	3
			CSC-240 Introduction to Local Area Networks	3
			CSC-242 Computer Forensics	3
			CSC-245 Ethical Hacking	3
<b>Total</b>		6	<b>Total</b>	27
<b>Grand Total: 33credits</b>				

**Recommended Course Sequence:**

First Semester	Second Semester	Third Semester
<p>1. ENG 101 <i>Pre req: passing score on college placement test or exit AFE or ESL</i></p> <p>2. MAT-114 or Higher <i>Pre req: (MAT -114 pre req exit through CPT, or exit academic foundation coursework)</i></p> <p>3. CSC-113: Discrete Math <i>Co req: MAT-100, MAT-110, or MAT-111</i></p> <p>4. CSC-117 Java Programming <i>Pre req: MAT 100 or higher</i></p>	<p>1. CSC-214 Data Structure and Adv Programming. <i>Pre req: CSC-117, or CSC-115</i></p> <p>2. CSC-232 Cyber Security <i>Co req: CSC-115 Or CSC-117 or CSC-118</i></p> <p>3. CSC-240 Introduction to Local Area Networks <i>Pre req: CSC_101 or CSC-111 or CSC-115 or CSC-117 or CSC-118</i></p> <p>4. CSC 226 Database Design and Concepts <i>Pre req: CSC-111 or CSC-115 or CSC-117 or CSC-118</i></p> <p><b><i>Note: if students take CSC117 in the first semester, they can take all the above in the second semester.</i></b></p>	<p>1. CSC-227 Operating Systems. <i>Pre req: CSC-111 or CSC-115 or CSC-117 or CSC-118</i></p> <p>2. CSC-242 Computer Forensics <i>Co req: CSC-240</i></p> <p>3. CSC-245 Ethical Hacking <i>Pre req: CSC-240</i></p>

**Sufficient academic quality**

Provide the program objectives, highlighting alignment with institutional mission and strategic plan, curriculum design, and resources, including human resources, that will support the program.

**Evaluation and Learning Outcomes Assessment plan for the program****College Mission:**

The HCCC mission is to provide its diverse communities with inclusive, high-quality educational programs and services that promote student success and upward social and economic mobility.

**Program Mission**

The Academic Certificate in Cybersecurity program advances the College's mission by offering students exceptional educational opportunities. This program not only equips them for immediate employment in the Cybersecurity field but also lays the groundwork for pursuing advanced studies, including Associate's and bachelor's degrees in Cybersecurity.

**Academic Certificate in Cybersecurity (Goals).**

1. To equip students with skills that are in high demand in the workforce.
2. To provide quick Entry into the cybersecurity field.
3. To provide students with Up-to-Date Skills
4. To encourage students to pursue additional credentials.
5. To enhance remote access for HCCC diverse students.

**Certificate program learning outcome (PLO), students completing this program will be able to:**

1. Demonstrate an understanding of data communication concepts, computer vulnerabilities, forms of cyberattacks, countermeasures and methods of securing computer networks.
2. Analyze and identify potential intrusions and risks in a computing environment.
3. Apply cybersecurity skills, experiences and training to scenarios from commercial business, law enforcement and government.
4. Implement cybersecurity policies procedures and protocols in any computing environment that complies with legal and regulatory requirements.
5. Employ techniques to identify, investigate and mitigate cyber fraud.

	List of Major Requirements & Electives										
	CSC-113	CSC-117	CSC-214	CSC-226	CSC-227	CSC-232	CSC-240	CSC-242	CSC-245	MAT-114	ENG-101
<b>PLO #1</b>	✓	✓	✓	✓✓	✓✓	✓✓✓	✓✓✓	✓✓✓	✓✓✓	✓	✓
<b>PLO #2</b>	✓✓	✓✓	✓✓	✓✓	✓✓	✓✓✓	✓✓✓	✓✓✓	✓✓✓	✓✓	✓
<b>PLO #3</b>	✓	✓✓	✓✓	✓	✓✓	✓✓✓	✓✓✓	✓✓✓	✓✓✓	✓	✓
<b>PLO #4</b>						✓✓✓	✓✓✓	✓✓✓	✓✓✓		✓
<b>PLO #5</b>	✓	✓	✓	✓	✓	✓✓	✓✓	✓✓✓	✓✓✓	✓✓✓	✓

**Note:** ✓ = extent to which course helps students achieve program goals: ✓ (=1, somewhat) ✓✓ (=2, yes) ✓✓✓ (=3, very much)

Assessment Plan		
PLO	[Key Course]	Assessment Method
1. Demonstrate an understanding of data communication concepts, computer vulnerabilities, forms of cyberattacks, countermeasures and methods of securing computer networks.	CSC-232, CSC-240, CSC-242, CSC-245. ENG-101 To some extent: CSC-226, SC-227	Hands-On Infosec Labs (please refer to infosec lab manual and assessment), exams, homework such as writing reports such as current events component, class discussions of current events
2. Analyze and identify potential intrusions and risks in a computing environment.	CSC-232, CSC-240, CSC-242, CSC-245. ENG-101 To some extent: CSC-226, SC-227	Hands-On Infosec Labs (please refer to infosec lab manual and assessment), exams, homework such as writing reports such as current events component, class discussions of current events
3. Apply cybersecurity skills, experiences and training to scenarios from commercial business, law enforcement and government.	CSC-232, CSC-240, CSC-242, CSC-245 ENG-101 To some extent: CSC-226, SC-227	Hands-On Infosec Labs (please refer to infosec lab manual and assessment), exams, homework such as writing reports such as current events component, class discussions of current events
4. Implement cybersecurity policies procedures and protocols in any computing environment that complies with legal and regulatory requirements	CSC-232, CSC-240, CSC-242, CSC-245, ENG-101	Hands-On Infosec Labs (please refer to infosec lab manual and assessment), exams, homework such as writing reports such as current events component, class discussions of current events
5. Employ techniques to identify, investigate and mitigate cyber fraud.	CSC-232, CSC-240, CSC-242, CSC-245.	Hands-On Infosec Labs (please refer to infosec lab manual and assessment), exams, homework such as

	To some extent: CSC-226, SC-227 ENG-101	writing reports such as current events component, class discussions of current events.
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Program Goal	Key Performance Indicator(KPI)	Target	Assessment Timeline
<p><b>1. To equip students with skills that are in high demand in the workforce.</b> By aligning the curriculum with current industry standards and emerging threats, the program ensures that graduates are prepared for immediate entry into the cybersecurity field.</p>	<p><b>Job Placement Rate in Cybersecurity Field".</b> This KPI measures the percentage of graduates who secure employment in cybersecurity-related roles within a specified time frame after completing the program.</p>	TBD	Annual
<p><b>2. Quick Entry into the cybersecurity field.</b> Cybersecurity certificate program is designed to be completed in a relatively short period compared to traditional degree programs. This allows students to quickly gain the skills and knowledge needed to enter the workforce or advance in their current roles.</p>	<p><b>Time-to-Employment Rate.</b> This metric tracks the average duration it takes for graduates of the cybersecurity certificate program to secure their first job in the cybersecurity field after completing the program.</p>	TBD	Annual
<p><b>3. Provide students with Up-to-Date Skills.</b> The focus on current cybersecurity threats and technologies ensures that the skills taught are relevant and immediately applicable, addressing the fast-evolving needs of the cybersecurity job market.</p>	<p><b>High Achievement Rate in Industry-Relevant Assessments.</b> This KPI measures the percentage of students who achieve scores of 80% or higher on industry-specific tests, including information security labs(<b>InfoSec</b>), interview exams, and other relevant assessments</p>	TBD	Annual
<p><b>4. Encourages students to pursue additional credentials.</b> Many cybersecurity certificate programs are designed to be part of a stackable credential system. Students can start with a basic certificate and then build on it with additional certifications or degrees</p>	<p><b>Credential Advancement Rate.</b> This measures the percentage of students who, after completing the initial certificate program, go on to earn additional certifications or advanced degrees in cybersecurity</p>	TBD	Annual
<p><b>5.Enhances remote access for HCCC diverse students.</b> making the program available to students who face geographical, personal, or professional constraints that prevent them from attending on-campus classes. This expansion of remote learning options broadens the scope of learning opportunities for a diverse audience. Additionally, the flexible</p>	<p><b>Remote Enrollment and Completion Rate.</b> This KPI tracks the percentage of students who enroll in and successfully complete the program through remote learning options.</p>		

scheduling will benefit students who need to balance education with work or other responsibilities.			
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### **Sufficient evidence of labor market demand for the program**

Describe the evidence that supports the need for the program.

Among the many Cybersecurity positions is Information Security Analyst, According to U.S. Bureau of Labor Statistics

<https://www.bls.gov/ooh/computer-and-information-technology/information-security-analysts.htm>

**Information security analysts** plan and carry out security measures to protect an organization's computer networks and systems.

Employment of information security analysts is projected to grow 32 percent from 2022 to 2032, much faster than the average for all occupations.

About 16,800 openings for information security analysts are projected each year, on average, over the decade. Many of those openings are expected to result from the need to replace workers who transfer to different occupations or exit the labor force, such as to retire.

This growth projection reflects an ongoing labor shortage: CyberSeek reported more than 572,000 cybersecurity openings between September 2022 and August 2023. <https://www.cyberseek.org/>

**I need (a career guide website):** <https://www.indeed.com/career-advice/finding-a-job/highest-paid-cyber-security-jobs>

### **Examples of the Highest-Paying Cybersecurity Jobs with Salaries.**

1. Security engineer, National average salary: \$108,356 per year  
Requirements: BS degree/ Cybersecurity
2. Information security analyst, National average salary: \$71,000 per year  
Requirements: 2 years' experience, Cybersecurity Certificate, or BS in Cybersecurity
3. Penetration tester, National average salary: \$81-\$153K per year  
BS degree/ Cybersecurity, minimum 1 year experience

Cybersecurity Jobs: **Entry-Level:** [https://learn.org/articles/career\\_in\\_cybersecurity\\_with\\_certificate.html](https://learn.org/articles/career_in_cybersecurity_with_certificate.html)

Cybersecurity Job **with Just a Certificate:**

- Cybersecurity Analyst
- Security Administrator
- Network Security Technician
- Incident Responder

**Note:** Rather than settling for entry level Cybersecurity jobs, while students are pursuing Academic Certificate in Cybersecurity, they are also recommended advance their career by obtaining AS or BS degrees in cybersecurity.

### **Duplication with comparable programs of study in the State**

Explain what distinguishes the program from existing offerings.

The Cybersecurity program at HCCC requires 60 credits to complete, while this certificate only requires 33 credits. This shorter pathway allows graduates to enter the workforce more quickly. Additionally, the credits earned from this certificate can be applied toward an associate or bachelor's degree if graduates choose to pursue further education.

### **The Cybersecurity Academic Certification is offered at a select group of community colleges across New Jersey.**

	<b>Institution</b>	<b>Link to website</b>	<b>Program/Certificate</b>	<b>Comments</b>
1	Atlantic Cape Community College	<a href="https://www.atlanticense.edu/academics/degrees-structure/associates/cybersecurity-option.php">https://www.atlanticense.edu/academics/degrees-structure/associates/cybersecurity-option.php</a>	A.A.S Cybersecurity - Option. B.S. Cybersecurity, B.S. Information Technology – Cybersecurity Technology. A.S	Atlantic Cape Community College
2	Bergen County College	<a href="https://bergen.edu/csit/available-programs/">https://bergen.edu/csit/available-programs/</a>	Cybersecurity A.A.S	No Cybersecurity Certificates
3	Brookdale Community College	<a href="https://catalog.brookdalecc.edu/programs/CYBSEC">https://catalog.brookdalecc.edu/programs/CYBSEC</a>	Cybersecurity, Academic Credit Certificate of Achievement	12-18 credits, professional certificate not academic certificate the target audience for this certificate of achievement includes professionals already working in IT.
4	Camden County College	<a href="https://www.camdencc.edu/program/cybersecurity-certificate/">https://www.camdencc.edu/program/cybersecurity-certificate/</a>	A.A.S And Cybersecurity Certificate	21 credits
5	County College of Morris	<a href="https://www.ccm.edu/center-for-cybersecurity/">https://www.ccm.edu/center-for-cybersecurity/</a>	Certificate of Achievement	15 credits
6	Essex County College	<a href="https://catalog.essex.edu/about-academic-divisions/math-engineering-technology-computer-science-division/cybersecurity-academic-certificate/">https://catalog.essex.edu/about-academic-divisions/math-engineering-technology-computer-science-division/cybersecurity-academic-certificate/</a>	Cybersecurity - Certificate of Achievement	29 credits,
7	Middlesex County College	<a href="https://middlesexcollege.edu/academics/computer-science/cybersecurity/">https://middlesexcollege.edu/academics/computer-science/cybersecurity/</a>	Cybersecurity A.A.S	No Cybersecurity Certificates
8	Raritan Valley Community College	<a href="https://catalog.raritanval.edu/preview_program.php?catoid=15&amp;pooid=1863&amp;returnto=1320">https://catalog.raritanval.edu/preview_program.php?catoid=15&amp;pooid=1863&amp;returnto=1320</a>	Computer Networking & Cybersecurity, Certificate	30 credits, Certificate is designed toward networking more than Cybersecurity

9	Union County College	<a href="https://www.ucc.edu/academics/degrees/cybersecurity/">https://www.ucc.edu/academics/degrees/cybersecurity/</a>	Cybersecurity, A.S. Cyber Forensics, A.A.S.	No Certificates in Cybersecurity
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### Cybersecurity Academic Certification offered at a four year institution in New Jersey examples

	Institution	Link to website	Program/Certificate	Comments
1	Felician University	<a href="https://live-felician-catalog.pantheonsite.io/degrees-alt">https://live-felician-catalog.pantheonsite.io/degrees-alt</a>	Cybersecurity, B.S Cybersecurity Certificate Technical Certificate	16 credits
2	NJCU	<a href="https://www.njcu.edu/academics/schools-colleges/college-professional-studies/departments/professional-security-studies/certificate-programs/cyber-defense-certificate">https://www.njcu.edu/academics/schools-colleges/college-professional-studies/departments/professional-security-studies/certificate-programs/cyber-defense-certificate</a>	Cybersecurity B.S, M.S Cyber Defense, Certificate  Information Security (INFOSEC) - Standard 4011, Certificate	12 credits  16 credits
3	NJIT	<a href="https://cs.njit.edu/certificate-foundations-cybersecurity">https://cs.njit.edu/certificate-foundations-cybersecurity</a>	Cybersecurity M.S Certificate in Foundations of Cybersecurity & Privacy	12 credits
4	Rutgers University	<a href="https://cs.camden.rutgers.edu/undergraduate/cybersecurity-certificate/">https://cs.camden.rutgers.edu/undergraduate/cybersecurity-certificate/</a>	Cybersecurity MS. Cybersecurity Certificate	12 credits

### **Requirement of significant additional State resources**

If applicable, describe how the proposed program will ensure fiscal stewardship of State resources, demonstrate return on investment, and/or become self-sustaining.

### **Fiscal Stewardship of State Resources:**

**Efficient Use of Resources:** The program will leverage existing college facilities and faculty expertise, minimizing additional expenses.

The cost to accessing hands-on labs will be covered by grants such as Perkins and NSF grants.

Additional labs will be developed in-house by existing faculty and adjuncts.

**External Funding:** The program will seek grants and partnerships with industry stakeholders to supplement state funding, reducing reliance on state resources and demonstrating proactive financial management.

### **Return on Investment:**

**High Employment Potential:** Cybersecurity is a rapidly growing field with strong job demand.

Since HCCC is designated as a Center of Academic Excellence by the National Security Agency (NSA), Cybersecurity courses included for this certificate are aligned with the requirements of NSA, The program (Certificate) curriculum will be aligned with industry needs to ensure graduates are job-ready, leading to high employment rates and attractive salaries, showcasing a clear return on investment. Curriculum alignment with the industry needs is based on feedback from HCCC Cybersecurity program advisory board.

**Self-Sustainability:**

**Revenue Generation:** The program will be designed to attract sufficient enrollment to cover its costs through student tuition.

**Continuous Improvement:** By staying current with industry trends and updating the curriculum as needed, the program will maintain its relevance and appeal, ensuring ongoing student interest and financial stability

**STUDENT SERVICE LEARNING AFFILIATION AGREEMENT  
HUMAN SERVICES DEPARTMENT  
HUDSON COUNTY COMMUNITY COLLEGE**

THIS AGREEMENT is entered into as of the 14<sup>th</sup> day of February, 2025 between Bridgeway Behavioral Health Services, having an address at 506 3<sup>rd</sup> Street in Hoboken, New Jersey, 07030 (hereinafter referred to as “Agency”) and HUDSON COUNTY COMMUNITY COLLEGE, having an address at 25 Journal Square, Jersey City, New Jersey 07306 (hereinafter referred to as “College”).

WHEREAS, the College has a curriculum in Human Services; and

WHEREAS, service learning experience is a required and integral component of the Human Services curriculum; and

WHEREAS, the College desires the cooperation of the Agency in the development and implementation of the service learning experience phase of its Human Services curriculum; and

WHEREAS, Agency desires to participate with the College in the development and implementation of service learning experience for Human Services students of the College.

NOW THEREFORE in consideration of the mutual promises hereinafter contained, the Agency and College agree as follows:

1. TERM

This Agreement shall be for a period commencing on 2/14/2025 and continuing until 2/14/2027. The Agreement may thereafter be renewed on an annual basis for two (2) additional years, upon the mutual written consent of the Agency and College.

2. TERMINATION

- A. Either party hereto shall have the right to terminate this Agreement at the end of the initial one (1) year term or annual renewal time period upon thirty (30) days prior written notice to the other party.
- B. In the event of the breach of any provision of this Agreement by one party, the other party shall have the right and option to give the breaching party notice thereof and, in the event the breaching party fails to remedy the breach within thirty (30) days of the receipt of such written notice, the other party may, at its sole option, terminate this Agreement.
- C. If the Agency exercises its right to terminate this Agreement, the Agency agrees that no students participating in an ongoing clinical affiliation program will be denied the opportunity to complete the clinical program, even when the effective date of termination occurs prior to the completion date of the program.

3. COLLEGE RESPONSIBILITIES

**STUDENT SERVICE LEARNING AFFILIATION AGREEMENT  
HUMAN SERVICES DEPARTMENT  
HUDSON COUNTY COMMUNITY COLLEGE**

The College shall:

- A. Assume full responsibility for the planning and the execution of the curriculum for its students, including the administration, curriculum content and faculty appointments.
- B. The College assures that all instructors possess the requisite academic qualifications for their academic roles.
- C. The College will provide a clinical assignment schedule of dates for the affiliation periods throughout the academic year.
- D. The College shall inform its students of the requirement to conform to the rules, regulations and policies of the Agency.
- E. The College will inform its students that they must meet certain health standards as required by the Agency.

4. **AGENCY RESPONSIBILITIES**

The Agency shall:

- A. Participate in joint evaluation of the effectiveness of the field work experiences through meetings and/or written, online evaluations of the students as well as inform the College of any problems or concerns that may affect the student's performance or permanence in that field setting.
- B. The Agency shall provide one hour of individual or triadic supervision a week and provide the necessary supplies and facilities as may be required to insure quality education for the students without impairing quality client care.
- C. The Agency shall provide an orientation of its facilities, and procedures for the College's students. Agency rules, regulations and policies will be available and reviewed with each student by the Agency.
- D. The Agency shall provide emergency care for students in case of illness or accident. However, Agency shall not be responsible for any further care. In no event shall Agency be responsible for a greater amount or degree of care of assistance than it would reasonably provide for its paid employees. The College shall be promptly notified of any such occurrence. The student shall be responsible for payment of any medical expenses incurred.

**STUDENT SERVICE LEARNING AFFILIATION AGREEMENT  
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HUDSON COUNTY COMMUNITY COLLEGE**

- E. The Agency shall supervise the College's students while the students are on the premises of the Agency for the purposes of the program. No student shall be deemed under the control or supervision of the Agency while not on Agency's premises.

5. MUTUAL OBLIGATIONS

The parties hereto mutually agree that:

- A. The Agency shall at all times retain sole responsibility for all client care, and the extent of participation of student in assisting with providing client care.
- B. Responsibility for planning the clinical experience in the Agency will be jointly shared by the Agency's staff and the College's instructors, subject at all times to the policies, rules and regulations of the Agency.
- C. A student of the College may be assigned to any facilities or programs within the Agency's system.
- D. Student curriculum, attendance and scheduling shall be under the direction of the College as long as they do not conflict with Agency's policies, rules and regulations.
- E. Each student of the College will start his/her clinical experience program as determined by mutual agreement. Minor adjustments in the length of service and the period during which it shall be rendered may be made with the mutual consent of the College and the Agency.
- F. The Agency and College will perform their duties and responsibilities under this Agreement without cost or other financial obligation to the other party.

6. STUDENT RESPONSIBILITIES

The College shall advise students of the following conditions of participation in the program. Further, the College shall advise students that failure to meet the following conditions shall be grounds for denial of admission to the program and/or dismissal from the program:

- A. Students of the College shall, at all times, follow the rules and regulations established by the Agency. The Agency shall orient the students to applicable rules and regulations.
- B. The health of all students assigned to the Agency shall meet the standards required for the

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HUDSON COUNTY COMMUNITY COLLEGE**

Agency's employees.

- C. Students of the College acknowledge that all information regarding patient identity, diagnosis, prognosis, treatment and/or any personal data which comes into the possession of the student is strictly confidential. Students shall not disclose any such information to third parties and will take all steps reasonably necessary to protect the privacy, confidentiality and dignity of any patients with whom the students have contact during the clinical program provided for herein.
- D. The student will provide medical documentation of any special physical needs while participating in the program.
- E. Each student, at his or her own expense, shall be required to submit to a criminal background check prior to starting training at the Agency as required by the Agency's criminal background check procedure. Any student whose record shows an adverse finding will be subject to review by the Agency. The Agency may reject any student for clinical training based upon the information contained in the criminal background check.

**7. REGULATORY COMPLIANCE**

College and Agency agree that each shall comply with all applicable requirements of Municipal, County, State and Federal authorities, all applicable Municipal and County ordinances and regulations, and all applicable State and Federal statutes and regulations now or hereafter in force and effect to the extent that they directly or indirectly bear upon the subject matters of this Agreement. These include, without limitation the applicable requirements under any State fair employment practices or similar laws declaring discrimination in employment based upon race, color, creed, religion, sex, sexual preference or national origin as illegal and, if applicable, Title VII of the Civil Rights Act of 1964 or any applicable rule or regulation promulgated pursuant to any such laws herein above described.

**8. INDEPENDENT CONTRACTOR**

Both Agency and College are independent contractors. It is not intended that an employer/employee, joint venture, or partnership agreement be established hereby expressly or by implication between Agency and College. Rather, in discharging all duties and obligations hereunder, Agency shall at all times be in and remain an independent contractor relationship with College.

Neither Agency nor College is authorized or permitted to act as an agent or employee of the other. Nothing in this Agreement shall in any way alter the freedom enjoyed by either Agency or College, nor shall it in any way alter the control of the management, operation, and affairs of either Agency or College,

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it being the intent of this Agreement that Agency and College shall maintain separate and independent management, and each has full, unrestricted authority and responsibility regarding its organization and structure.

Neither party, by virtue of this Agreement, assumes any liability for any debts or obligations of either a financial or legal nature incurred by the other party to this Agreement.

**9. CONFIDENTIALITY**

Both College and Agency shall at all times comply with standards of documentation and confidentiality mandated by state and federal regulatory agencies and accrediting agencies, as same may be modified and amended from time to time, including the Health Insurance Portability and Accountability Act of 1996 ("HIPAA"), standards of the Joint Commission on Accreditation of Healthcare Organizations, and medical records policies and guidelines established and approved by Agency, which shall be made available to the College's students.

**10. NO DISCRIMINATION**

The College and Agency mutually agree that no students shall be discriminated against on the basis of race, color, sex, creed, age, national origin, ancestry, marital status, familial status, religion, sexual orientation or disability for the purposes of this Agreement.

**12. NO WAIVER**

The waiver or failure of either party to exercise any right provided for herein shall not be deemed a waiver of any further right hereunder.

**13. ENTIRE AGREEMENT**

This Agreement supersedes any and all other Agreements, either oral or in writing, between the parties with respect to the services of Agency or College, and this Agreement contains all the covenants and agreements between the parties with respect to this affiliation agreement. The parties agree that no oral representations or written representations, other than contained herein, were relied on by the parties, or form additional terms of this Agreement.

**14. MODIFICATION**

Agency or College may from time to time request changes to the terms in this Agreement. Such changes shall be valid only if incorporated as a written amendment to this Agreement.

**15. ASSIGNABILITY**

**STUDENT SERVICE LEARNING AFFILIATION AGREEMENT  
HUMAN SERVICES DEPARTMENT  
HUDSON COUNTY COMMUNITY COLLEGE**

The duties and obligations of each of the parties hereto shall be deemed personal and unique. This Agreement and the duties and obligations of the parties hereunder shall not be assigned to any other person, firm or corporation without the prior written consent of the other party.

16. GOVERNING LAW

This Agreement shall be governed by and construed in accordance with the laws of the State of New Jersey, including without limitation, the New Jersey Tort Claims Act, N.J.S.A. 59:1-1 et seq., and the New Jersey Contractual Liability Act, N.J.S.A. 59:13-1 et seq. The parties agree that pursuant to the New Jersey Contractual Liability Act, venue and jurisdiction regarding any matter pertaining to this Agreement shall be in the Superior Court of New Jersey, Law Division, and consent to same.

17. NOTICES

All notices required or permitted under this Agreement shall be in writing and shall be deemed delivered when delivered in person or deposited in the United States mail, postage prepaid, addressed as follows:

As to the Agency:

**STUDENT SERVICE LEARNING AFFILIATION AGREEMENT  
HUMAN SERVICES DEPARTMENT  
HUDSON COUNTY COMMUNITY COLLEGE**

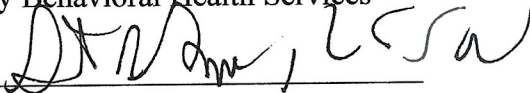
As to the College:

Hudson County Community College  
25 Journal Square  
Jersey City, New Jersey 07306  
Attn.: Department of Humanities and Social Sciences

IN WITNESS WHEREOF the parties hereto have affixed their hands and seals or caused these presents to be executed by their duly authorized corporate officers on the day and year first above written.

Bridgeway Behavioral Health Services

Signed: \_\_\_\_\_



Date: 2/14/2025

Name: Stephanie R Simon, LCSW, NCPsyA, CCS, DRCC  
Title: Vice President of Outpatient Services

**HUDSON COUNTY COMMUNITY COLLEGE**

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

Name:

Title:

Revised February 14<sup>th</sup>, 2025

**ALCOHOL AND DRUG  
COUNSELING  
ARTICULATION AGREEMENT  
BETWEEN  
HUDSON COUNTY COMMUNITY  
COLLEGE  
AND  
NEW JERSEY PREVENTION  
NETWORK (NJPN)**

This agreement is entered into between Hudson County Community College (“HCCC” or “College”) and the New Jersey Prevention Network (NJPN as of the \_\_\_\_ day of \_\_\_\_\_, 2025.

## **I. Purpose and Goals**

The purpose of this Agreement is to enable individuals who hold the credential of Certified Alcohol and Drug Counselor (CADC) or participated in related professional development courses toward the CADC through the New Jersey Prevention Network (NJPN), a state sponsored provider of this training, to continue their education towards an associate degree at Hudson County Community College (HCCC). The agreement reflects current policies and practices of HCCC related to acceptance and evaluation of credits and credit for prior learning.

In training Alcohol and Drug Counselors, the State of New Jersey utilizes a standard statewide curriculum known as the *270 hours required of training competency* curriculum which was developed, and is endorsed, by the Addiction Professionals Certification Board. The curriculum is comprised of 5 areas totaling 270 hours of education. These areas include instruction in assessment, counseling, case management, client education, and professional responsibility. Each of the 5 areas consist of 54 hours of specific required content. Unit goals are supported by performance objectives. Successful completion of the required areas of competency can be provided by approved Educational Providers that have been accredited by the Addiction Professionals Certification Board.

The College awards an Associate of Science (AS) degree in Human Service Pre-Social Work option in Addictions Counseling in its School of Humanities and Social Sciences. The College is an approved Educational Provider for the required 270 hours of competency.

It is anticipated that the HCCC college credits awarded by this Agreement will inform and encourage people with all or some of the required competencies to pursue the educational and career advancement opportunities that matriculation at the College will provide, as well as afford such persons the ability to expedite the successful completion of their degree requirements.

## **II. Obligation of Parties**

This collaborative will allow students who have completed certain sequences of professional development courses through NJPN or who have obtained a CADC after taking professional development courses with NJPC to receive up to 13 college credits for their training and/or credential.

In order to be considered for these credits, the following steps much be taken:

1. Subject to adherence to the criteria and procedures listed herein, students who hold an active CADC credential or any of the 270 required competency areas of education will

be awarded up to 13 credits at the College for the courses listed below as part of the Associate of Science in Human Services Pre-Social Work option in Addictions Counseling degree program. The number of HCCC credits received shall be determined by the College in accordance with the College's policies and Procedures. Credits will be awarded based upon evaluation of completed competencies and their equivalency to the college courses. The number of credits awarded through this articulation or in total for a student cannot exceed the residency requirement. Students can obtain up to 13 of the following 15 credits.

2.

<b>Course</b>	<b>Code</b>	<b>Credits</b>
Introduction to Addictions Counseling	HUS-123	3
Counseling Theory and Techniques	HUS-133	3
Addictions Counseling	HUS-143	3
Recovery in Addictions	HUS-153	3
Assessment and Treatment in Addictions	HUS-163	3

In order to receive up to the 13 credits at the College described in the preceding paragraph, students must: (a) be admitted to the College within five (5) years of their completion of the required competencies, (b) be matriculated in the College's Human Services Pre-Social Work option in Addictions Counseling AS, and (c) present to the Registrar completion certificates from an approved Educational Provider or documentation from the New Jersey Board of Consumer Affairs decreeing a Certified Alcohol and Drug Counselor. Documents must be presented in their original forms.

3. The 13 credits identified in paragraph 1 herein will be reflected on the College transcript as "Credit by Examination," in the same manner as credits obtained through other external standardized examinations, such as the College Level Examination Program (CLEP), and such credits will not be counted in computing a student's Grade Point Average (GPA).
4. The policies reflected in this Agreement apply only to the College's records. In the case of transfer to another institution of higher education, the acceptance of all credits awarded by this Agreement will be in accordance with the prevailing policies of the receiving institution.
5. Transfer of credits earned at other institutions of higher education, by examination, or other assessment of prior learning shall be subject to HCCC's Transfer Policy.
6. Students will be subject to the policies and procedures listed in the Hudson County Community College Catalog at the time of their matriculation to the College.
7. No tuition or fees will be charged to any student for the credits earned by articulation pursuant to this Agreement.

8. Appropriate members of HCCC will meet annually with NJPN to address areas of mutual concern, including but not limited to, sharing of recommendations regarding the content and implementation of this Agreement, and curriculum and programmatic changes. The parties may agree to amend this agreement as a result of any such meeting. Any such amendment must be in writing.

**(a) Institutional Responsibilities**

HCCC will promote this articulation agreement in appropriate publications and at recruitment and outreach activities.

1. The articulation agreement will be included on the HCCC website, in course catalog and other marketing, recruitment and publicity materials.
2. The Dean of the appropriate School at HCCC will communicate with HCCC's Office of Academic Affairs and the Office of the Registrar regarding any contemplated future curriculum changes or policy changes that will affect this Agreement.
3. The Dean of the appropriate School (or designee) at HCCC will serve as the point of contact for the administration of this Agreement.

**(b) Agreement Review**

1. This Agreement will continue in effect and will be automatically renewed from academic year to academic year, for up to three academic years.
2. This Agreement shall be reviewed and modified, as needed, every three years by HCCC.
3. This Agreement represents the entire agreement between HCCC and NJPN and will be deemed fully executed on the date of the last signature. All negotiations, oral agreements, and understandings are merged herein and any change(s) in the terms must be made in writing and signed by all parties.

**(c) Anticipated Date of Implementation**

1. Upon execution by the parties, this Agreement will be effective as of \_\_\_\_\_(Date).

**III Jurisdiction and Venue**

Any controversies or disagreements arising out of, or relating to this Agreement, or breach thereof, shall be subject to the exclusive jurisdiction of the Hudson County,

Vicinage of the Superior Court of New Jersey.

#### **IV Governing Law**

This agreement is governed by and shall be construed in accordance with the law of the State of New Jersey without regard to New Jersey's conflict or chose of law principles or rules.

#### **V No Agency/Partnership**

This Agreement neither makes nor appoints NJPN as an agent of the College, nor does it create a partnership or joint venture between the parties. Neither party shall act or represent itself as an agent of the other or purport to bind or obligate the other in any manner. It is further expressly agreed and understood that neither NJPN nor any authorized person providing the services on behalf of NJPN are or shall be considered College employees. NJPN shall at all times be an independent contractor while this Agreement remains in force.

Intended to be bound hereby, the parties set forth their signatures as of the dates set forth below:

**HUDSON COUNTY COMMUNITY COLLEGE:**

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Dr. Christopher M. Reber  
President

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**Date**

---

**Date**

---

Dr. Darryl Jones  
Vice President for Academic Affairs

---

**Date**

Addiction Professionals Certification Board of New Jersey

www.certbd.org

Educational Manual

Certified Alcohol and Drug Counselors (CADC) – [All Classes]

As per NJ Regulations 13:34 C

Assessment	Hours	Client Education	Hours
101 Initial Interviewing *	6	401 Addiction Recovery *	6
102 Biopsychosocial Assessment *	12	402 Psychological Client Education	6
103 Differential Diagnosis	12	403 Biochemical/Medical Client Education	18
104 Diagnostic Summaries	12	404 Sociocultural Client Education	6
105 Pharmacology/Physiology of Addiction	6	405 Addict Recovery & Family Psych Edu.	6
107 Gambling Disorder	6	406 Biomedical/Sociological Family Edu	6
	TOTAL 54	407 Community & Professional Education	6
			TOTAL 54

Counseling	Hours	Professional Responsibility	Hours
201 Introduction to Counseling *	6	501 Ethical Standards *	6
202 Intro to Techniques & Approaches	6	502 Legal Aspects *	6
203 Crisis Intervention	6	503 Cultural Competency	6
204 Addiction Focused Counseling	18	504 Professional Growth	6
205 Group Counseling	6	505 Personal Growth	6
206 Family Counseling	12	506 Dimensions of Recovery	6
	TOTAL 54	507 Supervision	6
		508 Community Involvement	6
		509 Consultation (Professional)	6
			Total 54

Case Management	Hours
301 Community Resources	18
302 Consultation (Case Management)	18
303 Documentation *	12
304 HIV Positive Resources	6
	TOTAL 54

\*CDA TOTAL 54 Hours

GRAND TOTAL 270 Hours

College/University Course Grid -Show number of hours met in each of your courses. Write in your course number(s) in the top headings. Note that six hours must be completed for each Board Course #.See example on following page. Refer to Educational Manual at this link: [http://www.certbd.com/pdfs/education-manuals/CADC\\_EducationalManual.pdf](http://www.certbd.com/pdfs/education-manuals/CADC_EducationalManual.pdf)

Board #	Your #1 HUS 163 Addictions Assessment	#2 HUS 123 Intro to Addic tions	#3 HUS 133 Counseling Theory and Technique	#4 HUS 143 Addictions Counselin g	#5 HUS 153	Total
C101 Initial Interviewing	6					6
C 102 Biopsychosocial Assessment	12					12
C103 Diagnostic Summaries	12					12
C104 Differential Diagnosis ( DSM)	12					12
C105 Pharmacology & Physiology	6					6
C106 Perinatal& FASD						
C107 Compulsive Gambling	6					6
C108 Co- Occurring Disorder Assessment	3					3
C109 Assessment Tools						
C201 Introduction to Counseling			6			6
C202 Counseling Skills			6			6
C203 Crisis Intervention			6			6
C204 Addiction Focused Counseling			18			18
C205 Group Counseling			6			6
C206 Family Counseling			12			12
C207 Cognitive Behavioral Counseling			3			3
C208 Motivational Interviewing & MET			3			3
C209 Pharmacological Approaches to Nicotine Dependence						
C 301 Community Resources				18		18
C 302 Consultation ( in Case Management)				18		18
C303 Documentation				12		12
C304 HIV and Resources				6		6
C305 New Jersey Mental Health Services				3		3
C306 New Jersey Child and Family Services				3		3
C307 Criminal Justice System				3		3
C308 New Jersey Disability Services				3		3
C309 New Jersey Employment Services				3		3
C401 Addiction Recovery		6				6
C402 Psychological Client Education		6				6
C403Biochemical/ Medical Client Education		18				18
C404 Sociocultural Client Education		6				6
C405 Addiction Recovery & Family Psychological Education		6				6
C406 Biochemical and Sociocultural Family Education		6				6
C407 Community and Professional Education		6				6
C408 Opiate and Stimulant Education						
C409 Alcohol, Sedative and Hallucinogens						
C501 Ethical Standards					6	6
C502 Legal Standards					6	6
C503 Cultural Competency					6	6
C504 Professional Growth					6	6
C505 Personal Growth					6	6
C506 Dimensions of Recovery					6	6
C507 Supervision					6	6
C508 Community Involvement					6	6
C509 Consultation ( Professional Standards)					6	6
Total clock hours						270

**SECOND AMENDMENT TO AGREEMENT**

This Second Amendment to Agreement (“Second Amendment”) between New Jersey Reentry Corporation (“NJRC”) and Hudson County Community College (“HCCC”) is effective as of January 1, 2024.

**I. BACKGROUND**

- A. WHEREAS, NJRC and HCCC entered into an Agreement dated January 1, 2024, with a term through December 31, 2026 (“Agreement”) whereby HCCC is , to provide virtual GED preparation for NJRC program participants as detailed in the Agreement.
- B. WHEREAS, NJRC and HCCC entered amended the Agreement via execution of a First Amendment to Agreement dated January 1, 2024. Collectively, the Agreement and the First Amendment shall hereafter be referred to as the “Agreement”.
- C. WHEREAS, NJRC and HCCC desire to amend the Agreement on the terms and conditions set forth in this Second Amendment .

**NOW, THEREFORE, IN CONSIDERATION OF** the promises and covenants set forth in the Agreement and in this Second Amendment, and for good and valuable consideration, the receipt of which is hereby acknowledged, the undersigned parties agree to amend the Agreement as set forth below:

**II. AMENDMENTS**

- A. **Paragraph III** of the Agreement is amended as follows:

NJRC shall be responsible for providing payment for the program. Payment of \$20,000 is due upon signing of the First Amendment. An additional payment of \$20,000 is due by April 25, 2025.

- B. The **Term of the Agreement** shall be from January 1, 2024 through December 31, 2025.

**III. NO OTHER CHANGE**

Except as otherwise expressly provided in this Second Amendment, all of the terms and conditions of the Agreement shall remain in full force and effect. The changes set forth in this Second Amendment shall be apply and be effective as if they were included in the original Agreement.

**IN WITNESS WHEREOF** the parties hereto have executed this Second Amendment, effective as of the date first stated above.

**New Jersey Reentry Corporation**

**Hudson County Community College**

By: \_\_\_\_\_  
James E. McGreevey, Chairman

By: \_\_\_\_\_  
Christopher M. Reber, President

Witness: \_\_\_\_\_  
Name:

Witness: \_\_\_\_\_  
Name:



**AFFILIATION AGREEMENT BETWEEN  
HUDSON COUNTY COMMUNITY COLLEGE AND  
OPTIMA CARE FOUNTAINS.**

This Affiliation agreement, effective March 12, 2025 by and between Hudson County Community College (“College”), with its principal offices located at 161 Newkirk Street, Jersey City 07306; and **Optima Care Fountains** (“Optima Care”) at 505 County Avenue, Secaucus, NJ 07094 is the Enhanced Certified Nurse Aide Program (“Program”). The parties agree as follows:

**1. TERM**

This contract shall be for a period commencing March 12, 2025, and continues through March 11, 2027.

This agreement shall be reviewed at the end of the term and may be renewed by a new written agreement of both parties.

Either party may at any time during the term of this agreement, with or without cause, terminate this agreement upon one hundred twenty days (120) days written notice to the other party. Students enrolled in the program as of the date of termination shall be entitled to continue through the end of their clinical rotations for the they are attending.

Optima Care has the right to terminate a student’s participation at the clinical site operated by Optima Care if Optima Care reasonably believes that the continued participation of the student is unsafe, disruptive, detrimental to resident care, or otherwise not in conformity with Optima Care’s standards, policies, procedures, or health requirements. Optima Care shall be solely responsible for its decision to terminate a student’s participation at the clinical site.

If Optima Care reasonably believes that the continued participation of the student is unsafe, disruptive, detrimental to resident care, or otherwise not in conformity with Optima Care’s standards, policies, procedures, or health requirements, Optima Care may decide to terminate a student’s participation at the clinical site operated by Optima Care. Except in the case of an emergency affecting the health and safety of Optima Care’s residents, or any other individual, Optima Care shall provide notice to the College of Optima Care’s intent to terminate a student’s participation at the clinical site prior to such termination, which notice shall include the reasons for the termination. Notwithstanding the providing of notice, Optima Care’s decision as to a student’s participation at the clinical site shall be final. Optima Care shall be solely responsible for its decision to terminate a student’s participation at the clinical site operated by Optima Care.

**2. COLLEGE RESPONSIBILITIES**

The College as the sponsoring agency agrees:

- a. To assume full responsibility for the planning and the execution of the curriculum for its students including the administration, curriculum content, and Faculty appointments.

- b. To assure that all instructors possess a current, valid License to practice nursing in the State of New Jersey and meet the academic qualifications of their academic role.
- c. To provide a clinical assignment schedule of dates for the affiliation periods throughout the academic year.
- d. That students assigned for clinical experience will receive no compensation.
- e. To maintain a student to instructor ratio not to exceed 10 students to 1 instructor.
- f. To require students to conform to the rules, regulations, and policies of Optima Care. These rules, regulations and policies will be available and reviewed with the students/Faculty by Optima Care.
- g. To require student's statement of health screening to include:
  - o Completion of the Medical Clearance form given to all applicants.
  - o Proof of negative reaction to two (2) consecutive Mantoux tests or a negative result on the QuantiFERON-TB-Gold test on file within the past 3-6 months, or a negative chest x-ray result within the past year.
  - o Submission of a criminal background check and fingerprinting.
  - o Flu Shot during the required annual periods. Includes any additional requirements by the CDC and New Jersey Department of Health based on consistently updated protocols for long-term care providers.
- h. To provide medical documentation of any special physical needs of students and to provide for any special allergic needs of the students.
- i. To verify correct completion of all resident care records and co-sign all student documentation during the clinical experience.

### 3. **OPTIMA CARE RESPONSIBILITIES**

Optima Care agrees:

- a. To provide an orientation of its facilities, policies, and procedures for the College's Faculty and students.
- b. To provide necessary supplies, facilities, and supervision as may be required to ensure quality education for the students without impairing quality resident care.
- c. To participate in joint evaluation of the effectiveness of the clinical experiences through meetings and/or written evaluations of the students and Faculty.
- d. That Optima Care shall at all times retain sole responsibility for all resident care, and the extent of participation of the student in assisting with or observing resident care. (However, the foregoing statement is not meant to address the issue of ultimate legal liability in the event of a claim).

### 4. **MUTUAL OBLIGATIONS**

- a. Responsibility for planning the clinical experience with Optima Care will be jointly shared by Optima Care's staff and the College's instructors, subject at all times to the policies, rules, and regulations of Optima Care.
- b. A student of the College may be assigned to any facilities or programs within the Optima Care system.

- c. The student of the College will start his/her clinical experience program as determined by mutual agreement. Minor adjustments in the length of service and the period during which it shall be rendered may be made with the mutual consent of the College and Optima Care.
- d. The College and Optima Care shall at all times be independent contractors. Nothing in this agreement shall be construed, or is intended, to create an employer/employee relationship, joint venture, partnership or other relationship between the College and Optima Care.

5. **INSURANCE**

During the term of this Agreement, the College shall at all times maintain Professional Liability Insurance including coverage for any acts of negligence of its students, Faculty, officers, or employees with respect to any liability arising out of their participating in the program in amounts of not less than \$1,000,000 per occurrence and \$3,000,000 aggregate per year. The College shall also provide general liability coverage in the minimum amount of \$1,000,000 for personal injury, or property damage and \$3,000,000 in the aggregation.

6. **CONFIDENTIALITY**

Both the College and Optima Care shall at all times comply with standards mandated by state and federal law of regulatory agencies and accrediting agencies, including those pertaining to confidentiality and documentation, including personally identifiable information and records pertaining to patients and students.

7. **INDEMNIFICATION**

The College agrees to protect, indemnify, and hold harmless Optima Care, and its respective officers, trustees, employees, Faculty, students, house staff, and attending physicians from and against any and all third-party claims, demands, causes of action, damages and judgments (including, but not limited to, such on behalf of a resident or that resident's agent or family) which may be imposed upon, incurred, or brought against Optima Care as a result of any negligent acts of omission or commission by the College or its officers, directors, employees, students or Faculty committed in connection with this Agreement, except that such indemnity shall not apply to the extent that a third-party claim, demand, cause of action, damage or judgment arises out of the negligent or wrongful acts or omissions of the Optima Care, its officers, trustees, employees, Faculty, students, house staff, or attending physicians.

Optima Care agrees to protect, indemnify, and hold harmless the College and its officers, trustees, employees, Faculty, students, house staff, and attending physicians from and against any and all third-party claims, demands, causes of action, damages, and judgments (including, but not limited to such on behalf of a resident or that resident's agent or family), which may be imposed upon, incurred, or brought against the College as a result of any negligent acts of omission or commission by Optima Care or its officers, directors, employees, or Faculty committed in connection with this agreement, except that such indemnity shall not apply to the extent that a third-party claim, demand, cause of action, damage or judgment arises out of the negligent or wrongful acts or omissions of the College, its officers, directors, employees, students or Faculty.

8. **EMERGENCY MEDICAL CARE**

Optima Care agrees that College personnel, including students, assigned to Optima Care in conjunction with their participation in this agreement or the Program shall have access to emergency medical care in the event of illness or injury requiring medical attention. However, such medical care shall be at the individual's own expense.

9. **REGULATORY REQUIREMENTS**

Both parties agree to meet and fulfill all applicable standards as outlined by the State Department of Health and all applicable regulatory requirements.

10. **CHOICE OF LAW/DISPUTE RESOLUTION**

All disputes between the parties shall be governed by New Jersey law without regard to conflicts of laws rules or provisions. The parties agree that the Superior Court of New Jersey venued in Hudson County shall be the exclusive jurisdiction for all matters and claims between the parties.

11. **INDEPENDENT CONTRACTORS**

The parties agree that their relationship is that of independent contractors and that neither party has the authority to act for, or on behalf of, the other party, or to bind the other party in any way.

**Hudson County Community College**

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

**Optima Care**

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_



**AFFILIATION AGREEMENT BETWEEN  
HUDSON COUNTY COMMUNITY COLLEGE AND  
PEACE CARE INC.**

This Affiliation agreement, effective March 12, 2025, by and between Hudson County Community College (“College”), with its principal offices located at 161 Newkirk Street, Jersey City 07306;; and Peace Care, Inc. (“Peace Care”) at Peace Care, Inc. St. Ann's at 198 Old Bergen Rd. #2622, Jersey City, NJ 07305 and Peace Care, Inc. St. Joseph's at 537 Pavonia Ave., Jersey City, NJ 07306 ”) (“Peace Care”) for the College’s Enhanced Certified Nurse Aide Program (“Program”). The parties agree as follows:

1. **TERM**

This contract shall be for a period commencing March 12, 2025, and continues through March 11, 2027.

This agreement shall be reviewed at the end of the term and may be renewed by a new written agreement of both parties.

Either party may at any time during the term of this agreement, with or without cause, terminate this agreement upon one hundred twenty days (120) days written notice to the other party. Students enrolled in the program as of the date of termination shall be entitled to continue through the end of their clinical rotations for the they are attending.

Peace Care has the right to terminate a student’s participation at the clinical site operated by Peace Care if Peace Care reasonably believes that the continued participation of the student is unsafe, disruptive, detrimental to resident care, or otherwise not in conformity with Peace Care’s standards, policies, procedures, or health requirements. Peace Care shall be solely responsible for its decision to terminate a student’s participation at the clinical site.

If Peace Care reasonably believes that the continued participation of the student is unsafe, disruptive, detrimental to resident care, or otherwise not in conformity with Peace Care’s standards, policies, procedures, or health requirements, Peace Care may decide to terminate a student’s participation at the clinical site operated by Peace Care. Except in the case of an emergency affecting the health and safety of Peace Care’s residents or any other individual, Peace Care shall provide notice to the College of Peace Care’s intent to terminate a student’s participation at the clinical site prior to such termination, which notice shall include the reasons for the termination. Notwithstanding the providing of notice, Peace Car’s decision as to a student’s participation at the clinical site shall be final. Peace Care shall be solely responsible for its decision to terminate a student’s participation at the clinical site operated by Peace Care.

## 2. COLLEGE RESPONSIBILITIES

The College as the sponsoring agency agrees:

- a. To assume full responsibility for the planning and the execution of the curriculum for its students including the administration, curriculum content, and Faculty appointments.
- b. To assure that all instructors possess a current, valid License to practice nursing in the State of New Jersey and meet the academic qualifications of their academic role.
- c. To provide a clinical assignment schedule of dates for the affiliation periods throughout the academic year.
- d. That students assigned for clinical experience will receive no compensation.
- e. To maintain a student to instructor ratio not to exceed 10 students to 1 instructor.
- f. To require students to conform to the rules, regulations, and policies of Peace Care. These rules, regulations and policies will be available and reviewed with the students/Faculty by Peace Care.
- g. To require student's statement of health screening to include:
  - o Completion of the Medical Clearance form given to all applicants.
  - o Proof of negative reaction to two (2) consecutive Mantoux tests or a negative result on the QuantiFERON-TB-Gold test on file within the past 3-6 months, or a negative chest x-ray result within the past year.
  - o Submission of a criminal background check and fingerprinting.
  - o Flu Shot during the required annual periods. Includes any additional requirements by the CDC and New Jersey Department of Health based on consistently updated protocols for long-term care providers.
- h. To provide medical documentation of any special physical needs of students and to provide for any special allergic needs of the students.
- i. To verify correct completion of all resident care records and co-sign all student documentation during the clinical experience.

## 3. PEACE CARE RESPONSIBILITIES

Peace Care agrees:

- a. To provide an orientation of its facilities, policies, and procedures for the College's Faculty and students.
- b. To provide necessary supplies, facilities, and supervision as may be required to ensure quality education for the students without impairing quality resident care.
- c. To participate in joint evaluation of the effectiveness of the clinical experiences through meetings and/or written evaluations of the students and Faculty.
- d. Peace Care shall at all times retain sole responsibility for all resident care, and the extent of participation of the student in assisting with or observing resident care. (However, the foregoing statement is not meant to address the issue of ultimate legal liability in the event of a claim).

#### 4. **MUTUAL OBLIGATIONS**

- a. Responsibility for planning the clinical experience with Peace Care will be jointly shared by Peace Care's staff and the College's instructors, subject at all times to the policies, rules, and regulations of Peace Care.
- b. A student of the College may be assigned to any facilities or programs within the Peace Care system.
- c. The student of the College will start his/her clinical experience program as determined by mutual agreement. Minor adjustments in the length of service and the period during which it shall be rendered may be made with the mutual consent of the College and Peace Care.
- d. The College and Peace Care shall at all times be independent contractors. Nothing in this agreement shall be construed, or is intended, to create an employer/employee relationship, joint venture, partnership or other relationship between the College and Peace Care.

#### 5. **INSURANCE**

During the term of this Agreement, the College shall at all times maintain Professional Liability Insurance including coverage for any acts of negligence of its students, Faculty, officers, or employees with respect to any liability arising out of their participating in the program in amounts of not less than \$1,000,000 per occurrence and \$3,000,000 aggregate per year. The College shall also provide general liability coverage in the minimum amount of \$1,000,000 for personal injury, or property damage and \$3,000,000 in the aggregation.

#### 6. **CONFIDENTIALITY**

Both the College and Peace Care shall at all times comply with standards mandated by state and federal law of regulatory agencies and accrediting agencies, including those pertaining to confidentiality and documentation, including personally identifiable information and records pertaining to patients and students.

#### 7. **INDEMNIFICATION**

The College agrees to protect, indemnify, and hold harmless Peace Care, and its respective officers, trustees, employees, Faculty, students, house staff, and attending physicians from and against any and all third-party claims, demands, causes of action, damages and judgments (including, but not limited to, such on behalf of a resident or that resident's agent or family) which may be imposed upon, incurred, or brought against Peace Care as a result of any negligent acts of omission or commission by the College or its officers, directors, employees, students or Faculty committed in connection with this Agreement, except that such indemnity shall not apply to the extent that a third-party claim, demand, cause of action, damage or judgment arises out of the negligent or wrongful acts or omissions of the Peace Care, its officers, trustees, employees, Faculty, students, house staff, or attending physicians.

Peace Care agrees to protect, indemnify, and hold harmless the College and its officers, trustees, employees, Faculty, students, house staff, and attending physicians from and against any and all third-party claims, demands, causes of action, damages, and judgments (including, but not limited to such on behalf of a resident or that resident's agent or family), which may be imposed upon, incurred, or brought against the College as a result of any negligent acts of omission or commission by Peace Care or its officers, directors, employees, or Faculty committed in connection with this agreement, except that such

indemnity shall not apply to the extent that a third-party claim, demand, cause of action, damage or judgment arises out of the negligent or wrongful acts or omissions of the College, its officers, directors, employees, students or Faculty.

8. **EMERGENCY MEDICAL CARE**

Peace Care agrees that College personnel, including students, assigned to Peace Care in conjunction with their participation in this agreement or the Program shall have access to emergency medical care in the event of illness or injury requiring medical attention. However, such medical care shall be at the individual's own expense.

9. **REGULATORY REQUIREMENTS**

Both parties agree to meet and fulfill all applicable standards as outlined by the State Department of Health and all applicable regulatory requirements.

10. **CHOICE OF LAW/DISPUTE RESOLUTION**

All disputes between the parties shall be governed by New Jersey law without regard to conflicts of laws rules or provisions. The parties agree that the Superior Court of New Jersey venued in Hudson County shall be the exclusive jurisdiction for all matters and claims between the parties.

**11 INDEPENDENT CONTRACTORS**

The parties agree that their relationship is that of independent contractors and that neither party has the authority to act for, or on behalf of, the other party, or to bind the other party in any way.

**Hudson County Community College**

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

**Peace Care Inc.**

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_



## MEMORANDUM OF UNDERSTANDING

April 9, 2025 – April 8, 2026

The Memorandum of Understanding (“MOU”) is made between Hudson County Community College (“HCCC”), a New Jersey public entity with offices located at 70 Sip Avenue, Jersey City, New Jersey, and MMD, a cannabis dispensary, with a retail location at 655 Newark Avenue, Jersey City] (collectively, the HCCC and MMD, shall be called the “Parties” or each individually, a “Party”). The Parties agree to the following:

### 1. Description

The purpose of this MOU is for HCCC and MMD, to work together to mutually support each organization’s mission. HCCC and MMD, will work collaboratively to support students and community residents in Hudson County by providing internships, employment opportunities, workshops, training programs, scholarships, and events. HCCC will work with staff, students, faculty, and partners to support these initiatives. MMD, will work with management, ownership, staff, and other partners to support these initiatives. Both HCCC and MMD, will share resources to support the Hudson County community.

### 2. Roles and Responsibilities

During the term of this MOU, and any renewals or extensions thereof, it is agreed that the following will be the roles and responsibilities of the Parties.

#### MMD

- a. Work collaboratively with HCCC to support students and community residents in Hudson County to benefit from Cannabis legalization.
- b. Provide internship/externship and employment opportunities for students completing HCCC Cannabis courses.
- c. Collaborate with HCCC on Cannabis-related workshops, training programs, and events.
- d. Use MMD resources, financial and otherwise, to promote HCCC Cannabis programs.
- e. Contribute to a Cannabis Scholarship or HCCC Scholarship Fund for students from Hudson County.

f. Join the HCCC Cannabis Advisory Board.

### HCCC

- a. Work collaboratively to support students and community residents in Hudson County to benefit from cannabis legalization.
- b. Offer cannabis education and training programs for students to prepare them for work.
- c. Partner with MMD, to plan and offer events for the Hudson County community.
- d. Promote jointly sponsored Cannabis-related workshops, training programs and events, and events.
- e. Allocate scholarships to students.

### **3. Term**

The term of this agreement is for the period April 9, 2025 – April 8, 2026. Any continuation beyond the Expiration Date is subject to a new agreement or a written renewal of this MOU. Either party may terminate this Agreement upon providing sixty (60) days' prior written notice to the other party. The termination will be effective at the end of the then current semester in which the termination becomes effective and students then participating in internships/externships shall continue their respective internship/externship until the termination becomes effective.

### **4. Each Party Responsible for their own Actions**

Each party shall remain responsible and liable for their own actions and for the actions of any other individual or entity for whom they are responsible.

### **5. Fees/Costs**

Fees and/or costs for any program will be determined by the parties on a case-by-case basis. Any agreement on fees and/or costs shall be reduced to writing and signed by the parties as an amendment to this Agreement.

### **6. Provisions and Amendments**

This Memorandum of Understanding contains all provisions agreed upon by the parties. Any amendments to this Memorandum of Understanding must be in writing and signed by either parties or their duly authorized representative.

### **7. Choice of Law/Dispute Resolution**

This MOU shall be subject to, and interpreted in accordance with, the laws of the State of New Jersey, without regard to New Jersey's conflicts of laws rules or principles. All disputes between the parties arising out of or relating to this Agreement shall be subject to the exclusive jurisdiction of the Superior Court of New Jersey venued in Hudson County, New Jersey.

**8. Affirmative Action**

As applicable, MMD, agrees to comply with the requirements of New Jersey's Mandatory Equal Employment Opportunity Language, a copy of which is annexed hereto.

**9. Records Retention**

Pursuant to N.J.A.C. 17:44-2.2, MMD, shall maintain all documentation related to products, transactions, or services under this MOU for a period of five years. Such records shall be made available to HCCC and New Jersey Office of the State Comptroller upon request.

Agreed to as of the dates set forth below:

\_\_\_\_\_  
Name  
MMD

\_\_\_\_\_  
Dr. Christopher M. Reber  
President  
Hudson County Community College

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

**STUDENT PERSONAL FITNESS TRAINING CERTIFICATE  
AND  
STUDENT EXERCISE SCIENCE A.S. AFFILIATION AGREEMENT  
BETWEEN  
HUDSON COUNTY COMMUNITY COLLEGE  
AND  
\_\_GENESIS TRAINING \_\_**

Agreement, effective April \_1st\_\_, 2025 by and between Hudson County Community College (“College”), located at 70 Sip Avenue Jersey City, New Jersey 07306, and

**Genesis Training LLC (Agency)  
392 Summit Ave                      342 7<sup>th</sup> St. Apt 1R  
Jersey City, NJ 07306              Jersey City, NJ 07302**

1. **TERM**

This contract shall be for a period of three years commencing April \_1st\_\_, 2025 and continuing until March \_31st\_\_, 2028 for the:

**Personal Fitness Training Proficiency Certificate Program  
and  
Exercise Science Associate Degree Program**

This agreement shall be reviewed at the end of the term and may be renewed by a new written agreement or amendment of this Agreement by both parties.

Either party may at any time during the term of this agreement, with or without cause, terminate this agreement upon one hundred twenty (120) days written notice to the other party. In the event the agreement is terminated, students taking part in the internship shall be able to complete the program.

Agency may terminate a student(s) participation at the site established under this agreement, if the Agency reasonably believes that the continued participation of the student(s) is unsafe, disruptive, detrimental to client care, or otherwise not in conformity with the Agency’s standards, policies, procedures, or health requirements. The Agency must notify the internship Faculty in a timely manner with the cause and date of termination. The Agency shall be responsible for any and all actions taken in connection with its termination of a student(s) participation at the site.

2. **COLLEGE RESPONSIBILITIES**

The College as the sponsoring agency agrees:

- a. To assume full responsibility for the planning and the execution of the curriculum

for its students including the administration, curriculum content, and Faculty appointments.

- b. To provide an assignment schedule of dates for the affiliation periods throughout the academic year.
- c. That students assigned for internship experience will receive no compensation.
- d. To require that students conform to the rules, regulations, and policies of Agency. These rules, regulations and policies will be available and reviewed with the students and Faculty by the Agency.
- e. To require student's statement of health screening to include:
  - 1. physical exam
  - 2. proof of negative reaction to two (2) consecutive Mantoux tests given within three (3) weeks, or if positive reaction, negative chest x-ray result on file
  - 3. rubella, rubeola, varicella and mumps immunity as proven by blood test or written physician's confirmation
  - 4. hepatitis B vaccine or signed waiver, if student refuses to be immunized
  - 5. current CPR certification
- f. To provide medical documentation of any special physical needs of students and to provide for any special allergic needs of the students.
- g. Student curriculum, attendance, and scheduling shall be under the direction of the College as long as they do not conflict with the Agency's policies, rules, and regulations. In the event of such conflict, the parties shall meet in an attempt to resolve same.

3. **AGENCY CENTER RESPONSIBILITIES**

- a. To participate in joint evaluation of the effectiveness of the internship experiences through meetings and/or written evaluations of the students and Faculty.
- b. To provide necessary supplies, facilities, and supervision as may be required to insure quality education for the students.
- c. To provide an orientation of its facilities, policies, and procedures for the College's Faculty and students.
- d. The Agency shall at all times retain sole responsibility for all client and patient care, and the extent of participation of the student in assisting with or observing

client care. (However, the foregoing statement is not meant to address the issue of ultimate legal liability in the event of a claim.)

4. **MUTUAL OBLIGATIONS**

- a. Responsibility for planning the internship experience with the Agency will be jointly shared by the Agency's staff and the College's instructors, subject at all times to the policies, rules, and regulations of Agency.
- b. A student of the College may be assigned to any facilities or programs within the Agency system.
- c. Students are not employees of either party during the hours in which they participate in this program. This statement is not meant to imply that students are employees of either party at any other time.
- d. The student of the College will start their internship experience program as determined by mutual agreement. Minor adjustments in the length of service and the period during which it shall be rendered may be made with the mutual consent of the College and the Agency.

5. **INSURANCE**

During the term of this Agreement, the College shall at all times maintain Professional Liability Insurance including coverage for any acts of negligence of its students, Faculty, officers, or employees with respect to any liability arising out of their participating in the program in amounts of not less than \$1,000,000 per occurrence and \$3,000,000 aggregate per year. The College shall also provide general liability coverage in the minimum amount of \$1,000,000 for personal injury, or property damage and \$3,000,000 in the aggregation.

6. **CONFIDENTIALITY**

Both the College and Agency shall at all times comply with standards mandated by state and federal law of regulatory agencies and accrediting agencies, including those pertaining to confidentiality and documentation, including student information and other personally identifiable information. To the extent the services require the Agency to receive any confidential student information during the provision of the services, Agency agrees to comply with the requirements of the Family Educational Rights and Privacy Act ("FERPA"), 20 C.F.R. Part 99. Regardless of format or medium, such information is considered confidential and protected by FERPA. Such information shall not be disclosed or shared with any third party by Agency, except as permitted by the terms of this Agreement or under State or Federal Law.

7. **INDEMNIFICATION**

The College agrees to protect, indemnify, and hold harmless Agency, and its respective officers, trustees, employees, faculty members, house staff, and attending physicians

from and against any and all third-party claims, demands, causes of action, damages and judgments (including, but not limited to, such on behalf of a client or that client's agent or family) which may be imposed upon, incurred, or brought against the Agency as a direct result of any negligent acts of omission or commission by the College or its officers, directors, employees, students (only while they are at the internship site and under the control of the College) or Faculty members (only while they are at the internship site and under the control of the College) committed in connection with this Agreement, except that such indemnity shall not apply to the extent that a claim, demand, cause of action, damage or judgment arises out of the acts or omissions of the Agency.

The Agency agrees to protect, indemnify, and hold harmless the College and its officers, trustees, employees, Faculty members, students, house staff, and attending physicians from and against any and all third-party claims, demands, causes of action, damages, and judgments (including, but not limited to such on behalf of a client or that client's agent or family), which may be imposed upon, incurred, or brought against the College as a direct result of any negligent acts of omission or commission by the Agency or its officers, directors, employees, or Faculty members committed in connection with this agreement, except that such indemnity shall not apply to the extent that a claim, demand, cause of action, damage or judgment arises out of the acts or omissions of the College.

8. **EMERGENCY MEDICAL CARE**

Agency agrees that College personnel and students assigned to the Agency in conjunction with their participation in this agreement shall have access to emergency medical care in the event of illness or injury requiring medical attention. However, such medical care shall be at the individual's own expense. Nothing set forth herein shall serve as a waiver of any claim by any individual.

9. **REGULATORY REQUIREMENTS**

Both parties agree to meet and fulfill all applicable standards as outlined by the State Department of Consumer Affairs and all applicable regulatory requirements.

10. **JURISDICTION AND VENUE**

Any controversies or disagreements arising out of, or relating to this Agreement, or breach thereof, shall be subject to the exclusive jurisdiction of the Hudson County Vicinage of the Superior Court of New Jersey.

11. **GOVERNING LAW**

This Agreement is governed by and shall be construed in accordance with the law of the State of New Jersey without regard to New Jersey's conflict or choice of law principles or rules.

12. **NO AGENCY/PARTNERSHIP**

This Agreement neither makes nor appoints Agency as an agent of the College, nor does it create a partnership or joint venture between the parties. Neither party shall act or represent itself as an agent of the other or purport to bind or obligate the other in any manner. It is further expressly agreed and understood that neither Agency nor any authorized person providing the services on behalf of Agency are, or shall be considered College employees. Agency shall at all times be an independent contractor while this Agreement remains in force.

Signed:

\_\_\_\_\_  
Christopher Reber, President  
Hudson County Community College

\_\_\_\_\_  
Date

Signed:

\_\_\_\_\_  
Austin Moy, Owner  
Genesis Training

\_\_\_\_\_  
Date