

HUDSON COUNTY COMMUNITY COLLEGE
70 Sip Avenue
Jersey City, NJ 07306

Regular Meeting – Board of Trustees

Tuesday, September 12, 2023

5:00 P.M.

Mary T. Norton Board Room and Via Zoom

In-Person: Mary T. Norton Board Room, 4th Floor, 70 Sip Avenue, Jersey City, New Jersey

Members of the public may also use the following link and join the Zoom Meeting Webinar via Audio-only:

<https://zoom.us/j/91728109546?pwd=dFMrQ1pZaktEV3hSQ2pBeHBBUUt3dz09>

Passcode: 629005

Telephone: 1 309 205 3325

Webinar ID: 917 2810 9546

Passcode: 629005

Please note that members of the public who dial-in by telephone will not have the ability to speak during Comments from the Public and will be in listen mode only.

All microphones for public participants are muted except during the Comments from the Public portion of the meeting. If you wish to make comments and are attending via Zoom, please use the "Raise Hand" notification icon at the bottom of the screen. When you hear your name announced, you may address the Board. After the speaker's time ends, their microphone will be muted to allow others the opportunity to address the Board.

AGENDA

I. CALL TO ORDER - FLAG SALUTE

Mr. Netchert

II. ROLL CALL AND RECOGNITION OF VISITORS

Trustees:

Edward DeFazio

Joseph Doria

Pamela Gardner, Secretary/Treasurer

Frank Gargiulo

Roberta Kenny

Bakari Lee, Vice Chair

Daniel Menendez, Student Alumni Representative (Ex Officio)

William Netchert, Chair

Jeanette Peña

Christopher Reber, President (Ex Officio)

Silvia Rodriguez

Harold Stahl

- III. COMMENTS FROM THE PUBLIC** *Mr. Netchert*
- IV. CLOSED SESSION** *(The Board of Trustees will determine whether there is a need to go into closed session at the beginning of the meeting. If there is such a determination, an announcement will be made as to where the session will be placed on the agenda.)*
- V. REPORTS**
1. *Student Government Association President's Report* *Ms. Camacho*
2. *All College Council Chair's Report* *Dr. Cody*
3. *President's Report* *Dr. Reber*
- VI. REGULAR MONTHLY REPORTS AND RECOMMENDATIONS**
1. *Minutes of Previous Meetings*
2. *Gifts, Grants, and Contracts*
- VII. FISCAL, ADMINISTRATIVE, LEASE, AND CAPITAL RECOMMENDATIONS** *Dr. Reber*
- VIII. PERSONNEL RECOMMENDATIONS** *Dr. Reber*
- IX. ACADEMIC AND STUDENT AFFAIRS RECOMMENDATIONS** *Dr. Reber*
- X. NEW BUSINESS** *Mr. Netchert*
- XI. ADJOURNMENT** *Mr. Netchert*

**HUDSON COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES MEETING**

September 12, 2023

II. ROLL CALL

Trustees:

<i>Edward DeFazio</i>	_____
<i>Joseph Doria</i>	_____
<i>Pamela Gardner, Secretary/Treasurer</i>	_____
<i>Frank Gargiulo</i>	_____
<i>Roberta Kenny</i>	_____
<i>Bakari Lee, Vice Chair</i>	_____
<i>Daniel Menendez, Student Alumni Representative, Ex officio</i>	_____
<i>William Netchert, Chair</i>	_____
<i>Jeanette Peña</i>	_____
<i>Christopher Reber, President, Ex officio</i>	_____
<i>Silvia Rodriguez</i>	_____
<i>Harold Stahl</i>	_____

This meeting is called in conformance with the "Open Public Meetings Act." A notice of the meeting of the Board of Trustees was transmitted to all Board members; advertised in The Jersey Journal and The Star Ledger; filed with each office of the Hudson County Municipal Clerks; and posted on the Public Bulletin Boards of Hudson County Community College at 70 Sip Avenue, Jersey City, New Jersey, and at the North Hudson Campus, Union City, New Jersey, stating the date, time and place of said meeting.

MEETING INTRODUCTION

This meeting is called in conformance with the Open Public Meetings Act. Members of the public will now have an opportunity to address the Board of Trustees. Comments of each person will be limited to five minutes, including all responses. A member of the public may not provide any portion of his/her five-minute allotment to any other member of the public. Please be aware that the purpose of the public portion of the meeting is for the public to express any ideas, concerns or issues they may have concerning Hudson County Community College. Questions raised to the Board during the public comment period may be referred to the appropriate administrative person(s) at the College for response at a later time.

Any public comments made to the Board, which the Board considers obscene, harassing, or meant to incite, will be prevented by the Board. The person making these remarks may be required to relinquish the remaining time allotted to speak and will be asked to leave the Board of Trustees meeting. Public comments or questions are open to any matters over which the Board has purview and jurisdiction.

**HUDSON COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES MEETING**

September 12, 2023

III. COMMENTS FROM THE PUBLIC

If you are attending via Zoom Meeting Webinar and you wish to make comments, use the "Raise Hand" notification icon at the bottom of the screen. When you hear your name announced, you may address the Board. After the speaker's time ends, their microphone will be muted to allow others the opportunity to address the Board. Each virtual speaker will participate via audio-only.

**HUDSON COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES MEETING**

September 12, 2023

IV. CLOSED SESSION

**HUDSON COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES MEETING**

September 12, 2023

V. REPORTS

1. *Student Government Association President's Report (L. Camacho)*
2. *All College Council Chair's Report (C. Cody)*
3. *President's Report (C. Reber)*

School of STEM Updates: Cybersecurity Center and Water Sampling

Dr. Burl Yearwood, Dean, School of STEM

Faisal Aljamal, Assistant Professor, STEM

Yavuz Birol Guner, Instructor, STEM

Raffi Manjikian, Instructor, STEM

Dr. Fatma Tat, Instructor, STEM

**HUDSON COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES MEETING**

September 12, 2023

VI. REGULAR MONTHLY REPORTS AND RECOMMENDATIONS

1. MINUTES OF PREVIOUS MEETING

The Minutes of the Regular Meeting of August 8, 2023 are herewith submitted to the Board of Trustees for approval. (Page 10)

Recommendation:

It is the recommendation of the President that the Board of Trustees accept the Minutes of the Regular Meeting of August 8, 2023.

2. GIFTS, GRANTS, AND CONTRACTS REPORT

Hudson County Community College has received the following grants:

TITLE: *Signature Grant*

AGENCY: *The Provident Bank Foundation*

PURPOSE OF GRANT: *To Support "Hudson Scholars" Program*

COLLEGE ADMINISTRATOR: *Nicole Johnson*

COLLEGE CONTRIBUTION: *\$0*

AWARD AMOUNT: *\$100,000.00*

TITLE: *PATH Scholarships*

AGENCY: *Ellucian Foundation*

PURPOSE OF GRANT: *Funding Foundation Scholarships*

COLLEGE ADMINISTRATOR: *Nicole Johnson*

COLLEGE CONTRIBUTION: *\$0*

AWARD AMOUNT: *\$25,000.00*

RESOLUTION:

NOW, THEREFORE, BE IT RESOLVED *that the Board of Trustees accept Item VI., Regular Monthly Reports and Recommendations 1 and 2.*

INTRODUCED BY: _____

SECONDED BY: _____

DATE: September 12, 2023

DeFazio, Edward
Doria, Joseph
Gardner, Pamela
Gargiulo, Frank
Kenny, Roberta
Lee, Bakari
Peña, Jeanette
Rodriguez, Silvia
Stahl, Harold
Netchert, William, Chair

_____ Aye

_____ Nay

HUDSON COUNTY COMMUNITY COLLEGE

Regular Meeting – Board of Trustees
Tuesday, August 8, 2023
5:00 P.M., In-person and via Zoom

MINUTES

PRESENT: *Edward DeFazio; Joseph Doria; Pamela Gardner (Secretary/Treasurer); Roberta Kenny; William Netchert (Chair); Jeanette Peña; Christopher Reber; Silvia Rodriguez; and Harold Stahl.*

Counsel to the Board: David Blank, Esq., for Scarinci and Hollenbeck

ABSENT: *Frank Gargiulo; Bakari Lee (Vice Chair); Daniel Menendez (Student Alumni Representative)*

I. CALL TO ORDER - FLAG SALUTE

II. ROLL CALL

III. COMMENTS FROM THE PUBLIC – None

IV. CLOSED SESSION – None

V. REPORTS

1. Student Government Association President's Report

Student Government Association Vice President, Shehzina Ali, offered the following report.

Good evening, trustees, faculty, staff, and students. My name is Shehzina Ali. Our Student Government Association (SGA) President could not be here today. As Vice President of SGA for the Journal Square Campus, I am taking the lead in this meeting. I am majoring in Early Childhood Education and aspire to become a preschool teacher someday. My ethnicity is South Asian, and I am a proud Pakistani. Here are several updates.

At the end of spring 2023, seven Executive Board members were elected, alongside a returning member. Since then, we trained with the former SGA president and the past Executive Board members to help us become better equipped for our new roles. They taught us how to lead meetings and town halls, the steps and processes it takes to host events, and what is needed for our committee meetings, among other items.

We held virtual meetings at the beginning of the summer to further discuss our plans. We talked about different events we wanted to offer in the fall and spring semesters. These include a back-to-school kickoff, winter festival, and a multicultural event just to name a few. We also met with one of our advisors, Veronica Gerosimo, to ask questions and further discuss events.

From there, we began preparing our budget proposal for submission. Our Director of Finance, Brandon Johnson, took the lead on creating our proposal with support from fellow Executive Board members. We successfully submitted the budget proposal on time and are now awaiting approval to get started with the event plans for fall.

Moving forward, our next Executive Board meeting will be held on August 21, in person, to make decisions on events, future meetings, and other technicalities including Microsoft Teams, social media, and Involved pages before the fall semester starts.

These are all the updates we have to present for now. Thank you for listening. We look forward to seeing you soon, and have a great rest of your meeting.

2. All College Council Chair's Report

All College Council Chair, Dr. Christopher Cody, offered the following report.

Good evening, trustees.

My name is Dr. Christopher Cody, and I am the newly elected All College Council (ACC) Chair, along with Vice Chair Raffi Manjikian and Secretary Sarah Teichman. We are very excited to begin our ACC administration. We'd like to thank the outgoing administration: Dr. Peter Cronrath, Professor Sharon Daughtry, and Professor Karen Galli, for their hard work and efforts during the past two years.

It's an honor to be working with all of you. I'm from this area, having been born in New York City and growing up in Middletown, New Jersey. I currently live in Brooklyn with my wife, Olivia and two sons, Adrian, who is five years old, and Miles, who is three. I have my B.A. in History from the University of Vermont, my M.A. in History from Northeastern University in Boston, and my Ph.D. in History from St. John's University in Queens. I've been teaching here since 2019 as a history instructor and am excited to serve the college in my new position as the ACC Chair.

The ACC Vice-Chair is Professor Raffi Manjikian, an instructor in the School of STEM who truly embodies the phrase "Hudson is Home." Raffi primarily teaches chemistry, and, in addition to his teaching duties, serves on multiple committees and is the Co-Chair of the President's Advisory Council on Diversity, Equity and Inclusion (PACDEI). Raffi is a New Jersey native, having grown up in Bergen County, New Jersey, and currently living in Hudson County. He earned his B.S. in Chemistry at Seton Hall, his M.S. in Chemistry at Seton Hall, and he is currently working on his Ph.D. in Health Science at Seton Hall.

The ACC Secretary, Sarah Teichman, serves HCCC as a librarian at the North Hudson Campus. She has been with HCCC since 2019. Sarah grew up in West Orange, NJ. She went to Smith College in Northampton, MA, for her bachelor's degree and Rutgers University in New Brunswick for her Master of Library and Information Science. She is now finishing a second master's degree in Educational Technology from Boise State University. In her work at the library, Sarah is instrumental in facilitating student success. I know this because Sarah comes to speak with my students every semester about the skills they need and the tools and resources the college must use to enable their success.

I can speak for all three of us when we say that we are honored to be working with you. One initiative we want to instill is to put the "All" back into All College Council. To that end, we will strive to work collaboratively and progressively as a voice to advance our college's goals of student success and Diversity, Equity and Inclusion (DEI). We welcome feedback, thoughts, comments, suggestions, and ideas from all members of the college community. To facilitate this process, we will be holding an ACC retreat on Wednesday, August 16, from 11 a.m. to 2 p.m. in the Culinary Building in the Johnston Room. This will provide an opportunity to hear from our subcommittees and collectively define our goals and aspirations for the upcoming academic year.

Thank you, everyone, and we look forward to working together this year!

3. President's Report

President Reber offered the following remarks.

Good evening, trustees, colleagues, and students.

We learned recently of the passing of Hudson County Community College math tutor and alumnus, Omar Pershad; and Gloria Doria, sister of Trustee Joseph Doria. Please join me in a moment of silence for Omar, Gloria, their families and loved ones.

Moment of Silence.

Thank you.

It's great to be back together again after our July break! It's also exciting to be approaching our new academic year.

Shehzina and Chris, thank you for your reports, and welcome to your new positions as Vice President of SGA, and as Chair of the ACC, respectively.

Shehzina is representing new SGA President Lisa Camacho, who will join us at our September meeting. Shehzina is majoring in Early Childhood Education.

Dr. Christopher Cody joined our HCCC family one year ago as a member of the full-time faculty, teaching history, following several years as an adjunct faculty member. He is involved in many areas of the College and is widely respected for his outstanding teaching, scholarship, and service. Dr. Cody, we look forward to your leadership as the new ACC Chair, and your participation in Trustee meetings during the coming year.

We all learned late last week that Trustee Bakari Lee has been selected to receive the Association of Community College Trustees (ACCT) Northeast Regional Trustee Leadership Award. Bakari will be recognized at the annual ACCT Leadership Congress in Las Vegas in early October, and he is a candidate for the national M. Dale Ensign Trustee Leadership Award that will be announced at the Awards Gala in Las Vegas. A strong contingent of HCCC family members will attend the Leadership Congress and celebrate Bakari and his legendary accomplishments.

As you all are aware, the New Jersey Council of County Colleges also recognized Bakari in June with the Ronald D. Winthers Community College Trustee Leadership Award. There will be many representatives of New Jersey's 18 community colleges in Las Vegas to celebrate Bakari as well.

Bakari is on vacation, but we congratulate him in absentia and hope his ears are burning, so to speak. Trustee Lee's recognition is a great point of pride for Hudson County Community College!

Trustees, at your seats this evening is a printed copy of my 2022-23 Annual Report of College Goals and Outcomes Under My Leadership, which you also received electronically late last week. Trustees who are joining virtually will receive a printed copy in the mail. We take stock of the phenomenal achievements of the HCCC family during 2022-23, which are the outcomes of the engagement and contributions of everyone.

Thank you, trustees, for your leadership, guidance, advocacy, and support that make possible all of these points of pride – and milestones reached – in living and breathing our mission of service to students and the community. We begin the 2023-24 academic year in a very strong position for continuous improvement and reaching new levels of excellence.

This evening, I have invited Dr. Paula Roberson to discuss her leadership for inspirational initiatives and outcomes of the Center for Teaching, Learning, and Innovation. Welcome and thank you for joining us, Paula!

I have invited Dr. Darryl Jones to introduce Dr. Roberson.

Dr. Darryl Jones Introduces Dr. Paula Roberson

Good afternoon, trustees. It is always a pleasure to see you and to address important issues. I am excited about this afternoon's presentation, which Dr. Paula Roberson will facilitate.

In 2019, Dr. Roberson became Director of the Center for Teaching, Learning and Innovation (CTLI). Since that time, she has been an inspiring and dedicated leader. The advancement of the Center is a result of her laser-focused attention to the Center's professional development activities and the opportunities they provide for the entire Hudson County Community College family. This afternoon, you will hear about the successes of the Center that include the college's participation in the Association of College and University Educators, which we refer to as ACUE. ACUE is a nationally recognized credential for our faculty.

You will also hear about the exciting monthly professional development workshops offered continuously through the Center, and, of course, you will hear about the highly successful annual Teaching and Learning

Symposium on Social Justice in Higher Education that continues to grow its offerings, and also participants from colleges and universities across the country and beyond.

Dr. Paula Roberson presented on [The Center for Teaching, Learning, and Innovation](#)

Dr. Paula Roberson offered remarks.

Good afternoon, trustees, Dr. Reber, Dr. Jones, colleagues, and friends. It's my pleasure to share with you how the CTLI is leading, and learning forward, at HCCC.

First of all, I would like to acknowledge the very first public official who supported the CTLI by offering a welcome at our first symposium, Lieutenant Governor Sheila Oliver. We are all saddened by her passing.

On our Advisory Board, we have full- and part-time faculty. We have members from Passaic County Community College, Middlesex County College, New Jersey City University, Rutgers University New Brunswick, Princeton University, the Bayard Rustin Center for Social Justice, and our founding members, Columbia University and Raritan Valley Community College. I'm grateful for their continuous support.

Our educational partner is the Association of College and University Educators, also known as ACUE. We have 58 faculty members to date who have participated and earned a year-long ACUE certificate or micro-credential. Those who have completed micro-credentials also have the opportunity to grow them into a year-long certificate.

In January 2024, we will have access to an ACUE Course Facilitator. The participants will be able to review their work at all times, their transcript, and participate in the ACUE Professional Learning Community.

Our external partners have shown HCCC support, including Temple University's Dr. Valerie Dudley, who conducted a workshop on inclusive teaching strategies at our College Service Day. Carol Watchler from the Bayard Rustin Center offered LGBTQ+ Inclusion Strategies, also at College Service Day. Members of the Diversity Action Alliance, which is a national organization of CEOs, came together to put forth and share their Diversity, Equity and Inclusion (DEI) agenda. And, coming soon, we will launch a collaboration with Passaic County Community College.

Each semester, we offer adjunct faculty professional development in two phases. The first phase is for those faculty who have completed one semester. The second phase is for those who have completed at least five semesters. Offerings include the Mission and Goals of HCCC, Diversity in the Classroom, Classroom Management, and Writing Across the Disciplines/Designing Assignments, to name a few. These course offerings are taught by full-time faculty. Upon successful completion of each phase, adjunct faculty receive a monetary incentive the following semester.

In February 2022, our very first Teaching and Learning Symposium on Social Justice in Higher Education took place, and 47 Colleges from seven states attended. It was a pleasant surprise to see how successful and how well it was received.

For the February 2023 symposium, participants from two-thirds of the country attended; from 34 states, 132 colleges, two international colleges (County College of Jamaica and the University of West Indies), and 32 social, civil, and municipal agencies from across the country. 785 people enrolled but there were people who joined because they had the link, so there was a minimum of 1,000 people who attended this symposium.

In 2024, many collaborations are planned. The culturally responsive curriculum consultant at Passaic County Community College invited me to work with her on the Right to Read collaborative. It's about literacy justice for K to 12, in which literacy is the key to science, math, reading, and everything you need in college. We will collaborate to show the film, "The Right to Read", which LeVar Burton executively produced. He's presenting in secondary and primary schools across the country, and we endeavor to make that link within our cities and community agencies in Paterson and Jersey City.

The second collaboration will be on *The Cure for Hate*. *The Cure for Hate* is a book written by Tony McAleer, a former white supremacist who had a change of heart and a change of mind. An award-winning film on this book came out this year, directed by Peter Hutchinson. They have a grant to work with secondary schools about *The Cure for Hate*. We would like to facilitate that process for him by forming this collaboration.

Another new collaborative is *The Role of the Faith Leader in Social Justice*. You can't have civil rights or social justice movements without involving faith leaders. We will have a panel discussion of three faith leaders who will talk for an hour about their role in social justice initiatives, including Rev. Keith Davis of Camden, New Jersey.

We have invited Helio Fred Garcia, who wrote *Words on Fire*. He's presenting his workshop on the power of incendiary language and how to control it. Fred is the President of Logos Consulting Firm in New York, teaches the executive master's degree program at Columbia University, and teaches crisis communication. The second author we have engaged is Mark Talley. He's the author of *5/14: The Day the Devil Came to Buffalo*, and the President of Agents of Advocacy. His mother, Geraldine C. Talley, was slain in the Buffalo massacre early last year.

Please save these dates: Monday, February 26, 2024, through Friday, March 1, 2024. We're working on a panel discussion with three city mayors for social justice initiatives in their towns. The cities may be Paterson, Newark, and Jersey City and include a discussion of environmental initiatives, social justice, housing, and other initiatives that are taking place in their city. We have our own librarian working on a session for banned books across the country. We also have a faculty committee this year as the Social Justice Symposium has been institutionalized.

I'm working with very fine and good people. I consider them my friends, and it's going to be great this year. Thank you, Dr. Reber and Dr. Jones, for trusting and having faith in me.

President Reber resumed his remarks.

Dr. Roberson, thank you for your strong leadership and your many contributions to HCCC's mission. This symposium has become a national hallmark of Hudson County Community College.

Trustees, this concludes my report.

VI. REGULAR MONTHLY REPORTS AND RECOMMENDATIONS

1. *The Minutes of the Regular Meeting of May 9, 2023, were approved.*
2. *Gifts, Grants, and Contracts Report*

Hudson County Community College has received the following grants:

Title: Perkins V – Strengthening Career and Technical Education for the 21st Century

Agency: New Jersey Department of Education

Purpose of Grant: FY'24 Perkins Grant allocation to be utilized for direct instructional support of HCCC Career and Technical Education Programs.

College Administrator: Nydia James

College Contribution: \$0

Award Amount: \$1,441,365

Title: Jersey City Oral History at HCCC

Agency: New Jersey Council for the Humanities

Purpose of Grant: Hudson County Community College will carry out an oral history project to document the dramatic changes that have impacted Jersey City and surrounding communities.

College Administrator: Sean Egan

College Contribution: \$0

Award Amount: \$14,960

Title: PSEG-Funded Scholarships for HCCC Students

Agency: PSEG Foundation

Purpose of Grant: Strategically focused scholarships to support students in good academic standing who face financial hurdles that will prevent them from finishing their degree.

College Administrator: Nicole Johnson

College Contribution: \$0

Award Amount: \$5,000

Introduced by: Pamela Gardner

Seconded by: Jeanette Peña

8 Ayes.....0 Nays

Resolution Adopted

VII. FISCAL, ADMINISTRATIVE, LEASE, AND CAPITAL RECOMMENDATIONS 1-17:

1. Resolution Awarding Contract for Wayfinding Services to be funded through Chapter 12 at a cost not to exceed \$1,039,000, was approved.
2. Resolution Rejecting All Bids for Award of Contract for 119 Newkirk Street Demolition, and to again publicly advertise for bids, was approved.
3. Resolution Approving Architectural and Engineering Services On-Call List to be awarded to all proposers was approved.
4. Resolution Authorizing Purchase of Turnkey Replacements for 870 Bergen Avenue Mezzanine HVAC Units, to be funded through Chapter 12 at a cost not to exceed \$158,857 was approved.
5. Resolution Authorizing Award of Contract for Ground Maintenance Services at the Journal Square and North Hudson campuses to be funded from the operating budget at a cost not to exceed \$46,475 was approved.
6. Resolution Authorizing Purchase of Elevator Annunciators to be funded through Chapter 12 at a cost not to exceed \$69,825 was approved.
7. Resolution Authorizing Purchase of Replacement Computers to be funded from the operating budget at a cost not to exceed \$360,996 was approved.

- 8. Resolution Authorizing Renewal of Telephone System Maintenance Agreement to be funded from the operating budget at a cost not to exceed \$68,640 was approved.
- 9. Resolution Authorizing Renewal of Smart Net Maintenance and Technical Support to be funded from the operating budget at a cost not to exceed \$196,901 was approved.
- 10. Resolution Authorizing Renewal of Siteimprove for Website Support to be funded from the operating budget at a cost not to exceed \$49,784 was approved.
- 11. Resolution Authorizing Renewal of Dark Web Vulnerability Scan Software to be funded from the operating budget at a cost not to exceed \$43,875 was approved.
- 12. Resolution Authorizing Renewal of College Campus-Wide Software License Agreement to be funded from the operating budget at a cost not to exceed \$91,765 was approved.
- 13. Resolution Authorizing Renewal of Contract for Dental Insurance at a total cost not to exceed \$337,928 for the two (2) year term was approved.
- 14. Resolution Authorizing Renewal of Contract with WW Grainger for Office of Facilities Supplies and Equipment to be funded from the operating budget at a cost not to exceed \$85,000 was approved.
- 15. Resolution Authorizing Renewal of Subscription Services for Gabert Library to be funded from the operating budget at a cost not to exceed \$83,969 was approved.
- 16. Resolution Authorizing Renewal of Achieving the Dream contract to be funded from the operating budget at a cost not to exceed \$60,500 was approved.
- 17. Resolution Authorizing Purchasing Bid Threshold for Fiscal Year 2024 for the performance of any work or the furnishing of hiring materials or supplies, the cost or price of which does not exceed \$41,600 was approved.
- 18. Resolution Authorizing Renewal of Review and Testing Course for Registered Nursing Program to be funded by the Carl D. Perkins Grant at a cost not to exceed \$180 per academic term, per student, was approved.
- 19. Resolution Authorizing Renewal of Review and Testing Course for Practical Nursing Program to be funded by the Carl D. Perkins Grant at a cost not to exceed \$125 per academic term, per student, was approved.
- 20. Resolution Authorizing Increase in Contract for Purchase of Dairy Products Approved Under Resolution #8 at November 22, 2022 Board of Trustees Meeting, to a total amount not to exceed \$93,174 was approved.
- 21. Resolution Authorizing Purchase of Point of Sale Systems for the North Hudson Café Project to be funded from the American Rescue Plan (ARP) Grant at a cost not to exceed \$70,544 was approved.

Introduced by: Jeanette Peña

Seconded by: Harold Stahl

8 Ayes.....0 Nays

Resolutions Adopted

VIII. PERSONNEL RECOMMENDATIONS 1-8:

1. RESIGNATIONS

First Name	Last Name	Title	Effective Date
Chrissto	Canales	Academic Counselor	August 10, 2023
Jamar	Johnson	Academic Counselor	June 29, 2023

Cynthia	Perez	Skills Simulation Lab Coordinator	July 27, 2023
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RECOMMENDATION: *The President, Administration, and Personnel Committee recommend that the Board of Trustees approve the Resignations above as Personnel Recommendation Item No. 1.*

2. APPOINTMENT OF FULL-TIME STAFF

First Name	Last Name	Title	Salary Grade	Effective Date	Annual Salary
Mark	Amaker	Support Analyst, NHC Campus	107	August 9, 2023	\$ 42,317.30
Malcolm	Kornegay	Support Analyst, JSQ Campus	107	August 9, 2023	\$ 45,992.08
Manuel	Lendorf	Support Analyst, JSQ Campus	107	August 9, 2023	\$ 46,338.36
Willie	Shirer	Senior Audio-Visual Analyst	110	August 9, 2023	\$ 51,938.29
Sargeant	Williams	Safety and Security Associate	103	August 28, 2023	\$ 36,500.00

RECOMMENDATION: *The President, Administration, and Personnel Committee recommend that the Board of Trustees approve the Appointment of Full-time Staff above as Personnel Recommendation Item No. 2.*

3. APPOINTMENT OF TEMPORARY FULL-TIME STAFF

First Name	Last Name	Title	Salary Grade	Effective Date	Anticipated End Date	Annual Salary
Karina	Arango	Student Success Coach, Academic and Workforce Pathways Program (Grant-funded)	109	September 1, 2023	August 31, 2024	\$ 47,479.51
Michelle (Miki)	DeLaFleur	Interim Director of Patron Services	117	August 16, 2024	December 31, 2023	\$ 68,966.74
Machli	Joseph	Student Success Coach, NJ PLACE 2.0 (Grant-funded)	109	September 1, 2023	August 31, 2024	\$ 47,479.51
Fabiola	Ocean	Student Success Coach, Academic and Workforce Pathways Program (Grant-funded)	109	September 1, 2023	August 31, 2024	\$ 47,479.51

RECOMMENDATION: *The President, Administration, and Personnel Committee recommend that the Board of Trustees approve the Appointment of Temporary Full-time Staff above as Personnel Recommendation Item No. 3.*

4. APPOINTMENT OF FULL-TIME FACULTY

First Name	Last Name	Title	Salary Grade	Effective Date	Annual Salary
Sharon	Daughtry	Instructor, Business (Tenure-Track)	Inst	August 16, 2023	\$ 65,035.27
Sebastian	Pieciak	Instructor, Speech (Tenure-Track)	Inst	August 16, 2023	\$ 55,434.92
Soviesky	Pujols	Instructor, English (Tenure-Track)	Inst	August 16, 2023	\$ 60,726.15
Sonja	Radiger-Radovic	Instructor, ESL (Tenure-Track)	Inst	August 16, 2023	\$ 59,242.14
Keeley	Thornton	Instructor, ESL (Tenure-Track)	Inst	August 16, 2023	\$ 55,434.92
Benedetto J.	Youssef	Instructor, English (Tenure-Track)	Inst	August 16, 2023	\$ 55,434.92

RECOMMENDATION: *The President, Administration, and Personnel Committee recommend that the Board of Trustees approve the Appointment of Full-time Faculty above as Personnel Recommendation Item No. 4.*

5. APPOINTMENT OF TEMPORARY FULL-TIME FACULTY

First Name	Last Name	Title	Salary Grade	Effective Date	Anticipated End Date	Annual Salary
Sean	Hughs	Instructor, ESL (Non-tenured)	Inst	August 16, 2023	December 31, 2023	\$ 55,434.92
Michael A.	Lee	Instructor, Studio Arts (Non-tenured)	Inst	August 16, 2023	December 31, 2023	\$ 55,434.92
Tazio	Ruffilo	Instructor, Speech (Non-tenured)	Inst	August 16, 2023	December 31, 2023	\$ 55,434.92

RECOMMENDATION: *The President, Administration, and Personnel Committee recommend that the Board of Trustees approve the Appointment of Temporary Full-time Faculty above as Personnel Recommendation Item No. 5.*

6. AUTHORIZATION OF PART-TIME STAFF THROUGH AUGUST 2024, AS NEEDED

FIRST NAME	LAST NAME	DEPARTMENT	TITLE	POSITION ID	SUPERVISOR
Jennifer	Cruz-Marulanda	Academic Affairs	Office Assistant	OFFAST-252010	Pamela Bandyopadhyay
Marwa	Abdelgowad	ADJ Academic Support Services Department	Tutor	Tutor-11-252010-505460	Kenny Fabara
Erika	Andal	ADJ Academic Support Services Department	Tutor	Tutor-11-252010-505460	Kenny Fabara
Marlenne	Andalia	ADJ Academic Support Services Department	Tutor	Tutor-11-252010-505460	Kenny Fabara
Hafeda	Benounane	ADJ Academic Support Services Department	CTE Academic Coach	CTE Academic Coach- 21-601021-505460	Kenny Fabara
Elissa	D'Aries	ADJ Academic Support Services Department	Tutor	Tutor-11-252010-505460	Kenny Fabara
Maryam	Edris	ADJ Academic Support Services Department	Tutor	Tutor-11-252010-505460	Kenny Fabara
Siham	El Basha	ADJ Academic Support Services Department	Tutor	Tutor-11-252010-505460	Kenny Fabara
Briana	Espinosa	ADJ Academic Support Services Department	Tutor	Tutor-11-252010-505460	Kenny Fabara
Vandita	Gupta	ADJ Academic Support Services Department	Tutor	Tutor-11-252010-505460	Kenny Fabara
Spencer	Jovellanos	ADJ Academic Support Services Department	Tutor	Tutor-11-252010-505460	Kenny Fabara

Farhan	Khan	ADJ Academic Support Services Department	Tutor	Tutor-11-252010-505460	Kenny Fabara
Stev	Lewis	ADJ Academic Support Services Department	Tutor	Tutor-11-252010-505460	Kenny Fabara
Nelson	Lovera	ADJ Academic Support Services Department	Tutor	Tutor-11-252010-505460	Kenny Fabara
Matthew	McClintock	ADJ Academic Support Services Department	Tutor	Tutor-11-252010-505460	Kenny Fabara
Regina	Morales Sevilla	ADJ Academic Support Services Department	Tutor	Tutor-11-252010-505460	Kenny Fabara
Shyam	Patel	ADJ Academic Support Services Department	Tutor	TUTOR-252010	Kenny Fabara
Marco	Scherillo	ADJ Academic Support Services Department	Tutor	Tutor-11-252010-505460	Kenny Fabara
Manesha	Singh	ADJ Academic Support Services Department	Tutor	Tutor-11-252010-505460	Kenny Fabara
Marolla	Youakim	ADJ Academic Support Services Department	CTE Academic Coach	CTE Academic Coach- 21-601021-505460	Kenny Fabara
Robert	Presar	Advancement	Bookkeeper	PTBOKP-255010	Nicole Johnson
Chrissto	Canales	Advisement	PT Advisor	PTADVISOR-200510	Gretchen Schulthes/ Jenny Henriquez
Samantha	Ramirez	Advisement	Office Assistant	OFFAST-200510	Jenny Henriquez
Madeline	Dyer	Center for Teaching, Learning, and Innovation	Office Assistant	OFFAST	Paula Roberson
Elliot	Erhunmwosere	College Libraries	Library Associate, Technology	PTLRTEC-150510	Jing Yang
Randi	Hawkins	College Libraries	Part Time Librarian	PTLRN-150510	John Hernandez
Priyanka	Mistry	Communications	Office Assistant	OFFAST-254005	Jennifer Christopher
Omar	Ashour	Continuing Education and Workforce Development	PT Instructor	PTINST-102010	Chastity Farrell
Natalie	Brown	Continuing Education and Workforce Development	PT Student Success Coach	ACDCCH-103005	Catherina Mirasol
Ricardo	Camacho Jr.	Continuing Education and Workforce Development	PT Healthcare Instructor	HCINST-103005 and HCINST-605020	Samaya Yashayeva/ Anita Belle

Gabriel	Cisneros	Continuing Education and Workforce Development	PT Healthcare Instructor	HCINST-103005 and HCINST-605020	Samaya Yashayeva/ Anita Belle
Maria Lou Riza	Dejesus	Continuing Education and Workforce Development	PT Instructor	PTINST-102010	Chastity Farrell
Denise	Dubron	Continuing Education and Workforce Development	PT Healthcare Instructor	HCINST-103005 and HCINST-605020	Samaya Yashayeva/ Anita Belle
Amal	Eddegouj	Continuing Education and Workforce Development	PT Healthcare Instructor and PT Instructor	HCINST-103005 and PTINST-102010	Samaya Yashayeva/ Chastity Farrell
Mariam	Elkholy	Continuing Education and Workforce Development	PT Instructor	PTINST-102010	Chastity Farrell
Darius	Gilmore	Continuing Education and Workforce Development	PT Academic Coach	ACDCCH-603091	Catherina Mirasol
Patricia	Gonzalez Feliz	Continuing Education and Workforce Development	PT Healthcare Instructor	HCINST-605020	Anita Belle
Khurshed	Khan	Continuing Education and Workforce Development	PT Instructor	PTINST-102010	Chastity Farrell
Faustina	Koffi	Continuing Education and Workforce Development	PT Healthcare Instructor	HCINST-103005 and HCINST-605020	Samaya Yashayeva/ Anita Belle
Johnstone	Libutsi	Continuing Education and Workforce Development	PT Healthcare Instructor	HCINST-605020	Anita Belle
Elizabeth	Marrero	Continuing Education and Workforce Development	PT Healthcare Instructor	HCINST-103005 and HCINST-605020	Samaya Yashayeva/ Anita Belle
Abeer	Nouh	Continuing Education and Workforce Development	PT Healthcare Instructor	HCINST-103005 and HCINST-605020	Samaya Yashayeva/ Anita Belle
Adrienne	Payne	Continuing Education and Workforce Development	PT Instructor	PTINST-603091	Catherina Mirasol
Laverne	Ploom	Continuing Education and Workforce Development	PT Healthcare Instructor	HCINST-605020	Anita Belle

Mark	Raines	Continuing Education and Workforce Development	PT Instructor	PTINST-102010	Chastity Farrell
Muhammad	Rasheed	Continuing Education and Workforce Development	PT Instructor	PTINST-102010	Chastity Farrell
Attiq	Rehman	Continuing Education and Workforce Development	PT Healthcare Instructor	HCINST-103005 and HCINST-605020	Samaya Yashayeva/ Anita Belle
Julie	Rosario	Continuing Education and Workforce Development	PT Customer Service Assistant	CSTAST-102010	Chastity Farrell
Charles	Schaadt	Continuing Education and Workforce Development	PT Instructor	PTINST-603071	Anita Belle
Anna	Zielinski	Continuing Education and Workforce Development	PT Instructor	PTINST-102010	Chastity Farrell
Shehzina	Ali	Educational Opportunity Fund	EOF PT Office Assistant	EOFPTOffAsst-505455	Jose M. Lowe
Jailyn	Bermudez	Educational Opportunity Fund	Office Assistant	EOFOFFASST-150515	Jose M. Lowe
Guadalupe Jeannette	Espinoza-Urizar	Educational Opportunity Fund	EOF Office Assistant	EOFPTOFFASS	Jose M. Lowe
Victoria	Migochi	Educational Opportunity Fund	Tutor Coordinator	EOFPTTUTOR-150515	Jose Lowe
Marolla	Youakim	Educational Opportunity Fund	EOF Tutor	EOFPTTUTOR	Jose Lowe
Daniel	Chasse	Grants/ STEM	Office Assistant	PTOSAST-602002	Azhar Mahmood
Kadira	Johnson	Hudson Helps Resource Center	Food Pantry Manager	PTRYMGR	Katherine Morales
Mohamed	Abdelkader	Information Technology Services	Part-Time Support Analyst	PT Support Analyst-253025	Kenneth B. Melewski
Mohammed	Ayub	Information Technology Services	Part-Time Support Analyst	PT Support Analyst-253025	Kenneth B. Melewski
Youstina	Semaan	Information Technology Services	Part Time Support Analyst	PT Support Analyst-253025	Kenneth B. Melewski
Wesley	Pena	Library Resource Center, NHC	Library Associate, Technology	NHCTEPT-150510	Lisa Bogart
Maryam	Arkkou	Office of Financial Aid	Office Assistant	OFFAST-200520	Sylvia Mendoza
Sweta	Sanghavi	Purchasing and Procurement	Purchasing Assistant	PTPURAS-253010	Jeff Roberson Jr.

Erick	Gamero	School of Humanities and Social Sciences	Academic Coach	AC-601012	Alison Wakefield
Anthony	Jenkins	School of Humanities and Social Sciences	Teaching CADC Test Prep Courses	WPCIN-101020	Jacquelyn DeLemos
Jedediah	Palmer	School of Humanities and Social Sciences	Part-time ESL Coordinator	PTESLCOOR	Alison Wakefield
Liana	Tabatadze	School of Humanities and Social Sciences	Part-time office Assistant	OFFAST-101020	Jacquelyn DeLemos
Mary Ellen	Cvek	School of Nursing and Health Professions	Skills Lab Tutor	PTSLT-101017	Lori Byrd
Eileen	D'Alessio	School of Nursing and Health Professions	Skills Lab Tutor	TUTOR-101017	Lori Byrd
Carol	Fasano	School of Nursing and Health Professions	Skills Lab Tutor	PTSLT-101017	Lori Byrd
Jane	Githuka	School of Nursing and Health Professions	Skills Lab/Tutor	TUTOR-101017	Lori Byrd
Marcela	Gomez-Sanchez	School of Nursing and Health Professions	Skills Lab/Tutor	PTSLT-101017	Lori Byrd
Fabiola	Josaphat	School of Nursing and Health Professions	Skills Lab/Tutor	TUTOR-101017	Lori Byrd
Victoria	Landa	School of Nursing and Health Professions	Skills Lab/Tutor	PTSLT-101017	Lori Byrd
Susan	Lipyanka	School of Nursing and Health Professions	Skills Lab/Tutor	TUTOR-101017	Lori Byrd
Stanley	Parrales	School of Nursing and Health Professions	Skills Lab/Tutor	TUTOR-101017	Lori Byrd
Cynthia	Perez	School of Nursing and Health Professions	Skills Lab Assistant	PTSLA-101017	Lori Byrd
Jaymee	Quintal-Brual	School of Nursing and Health Professions	Skills Lab/Tutor	PTSLT-101017	Lori Byrd
Omega	Dickerson	Student Life and Leadership	Student Center Assistant	STUCENT-701000	Veronica Gerosimo
Keiry	Hernandez	Student Life and Leadership	Event Assistant	PTEVAST-701000	Veronica Gerosimo

RECOMMENDATION:

The President, Administration, and Personnel Committee recommend that the Board of Trustees approve the Authorization of Part-Time Staff listed above, as needed, as Personnel Recommendation Item No 6.

7. APPOINTMENT OF NEW HIRE ADJUNCT INSTRUCTORS

First Name	Last Name	School/Office
Jamar	Johnson	Academic Affairs
Syed	Hasan	Academic Foundations, Mathematics
Bob	Maurer	Business, Culinary Arts, and Hospitality Management
Diana	Ramirez	Business, Culinary Arts, and Hospitality Management
Enmely	Soriano	Business, Culinary Arts, and Hospitality Management
Cristina	Vasquez	Business, Culinary Arts, and Hospitality Management
Alexandra	Cheron	English and ESL
Christa E.	Fazio	English and ESL
Zarui (Zara)	Migranyan-McKinney	English and ESL
Shree Vishal T.	Persaud	English and ESL
Kelly	Silva	English and ESL
Kelly	Silva	English and ESL
Haywood	Batchelor	Humanities and Social Sciences
Nicholas	Bellino	Humanities and Social Sciences
Tashany	Brown	Humanities and Social Sciences
Frank	Gioia	Humanities and Social Sciences
Lesley	Leslie	Humanities and Social Sciences
Lawrence	Lichtenfeld	Humanities and Social Sciences
Paula	Olveria	Humanities and Social Sciences
Randy	Perez	Humanities and Social Sciences
Loren	Ball	Nursing and Health Professions
Shine	Kannampilly	Nursing and Health Professions
Rina	Verma	Nursing and Health Professions
Ehab	Azmy	STEM
Vandita	Gupta	STEM
Noorsayed	Jami	STEM
Sajid	Riaz	STEM
Lilani	Seneviratne	STEM
Rajiv	Shah	STEM
Money	Verma	STEM
Syed Masood	Hasan	STEM

RECOMMENDATION: *The President, Administration, and Personnel Committee recommend that the Board of Trustees approve the Appointment of New Hire Adjunct Instructors listed above as Personnel Recommendation Item No 7.*

8. MODIFICATIONS TO STAFFING TABLE

Current Approved Title	New Title/Classification	Incumbent (If applicable)	Salary Grade and Salary Adjustment (If applicable)	Effective Date
Executive Assistant to the Vice President for Finance	Senior Executive Assistant	Christopher Ciely	Salary Adjustment From: \$69,114 To: \$76,914	August 16, 2023
Dean, Academic Affairs and Assessment	Associate Vice President, Academic Affairs and Assessment	Heather DeVries	Salary Adjustment From: \$127,785.40 To: \$140,000	August 16, 2023

4. Resolution Authorizing Renewal of Affiliation Agreement Between Hudson County Community College (HCCC) and New Jersey Imaging Partners, Inc. for Clinical Experiences in Radiography was approved.
5. Resolution Authorizing Renewal of Affiliation Agreement Between Hudson County Community College (HCCC) and Riverside Medical Management, LLC d/b/a Riverside Medical Group for Clinical Experiences in Radiography was approved.
6. Resolution Authorizing Renewal of Affiliation Agreement Between Hudson County Community College (HCCC) and Richmond University Medical Center for Clinical Experiences in Radiography was approved.
7. Resolution Authorizing Renewal of Affiliation Agreement Between Hudson County Community College (HCCC) and IJKG Opco LLC d/b/a CarePoint Health – Bayonne Medical Center for Clinical Experiences in Practical Nursing was approved.
8. Resolution Authorizing Renewal of Affiliation Agreement Between Hudson County Community College (HCCC) and Alaris Health at Hamilton Park for Clinical Experiences for Students Enrolled in the Enhanced Certified Nurse Aide Program was approved.
9. Resolution Authorizing Affiliation Agreement Between Hudson County Community College (HCCC) and ManhattanView Center for Rehabilitation and Healthcare for Clinical Experiences for Students Enrolled in the Enhanced Certified Nurse Aide Program was approved.
10. Resolution Authorizing Memorandum of Understanding Between Hudson County Community College and Cannabis Connoisseur was approved.
11. Proposed Agreement Between Hudson County Community College (HCCC) and CVS Pharmacy, Inc. for Externship Training Experiences for Students Enrolled in the Healthcare Support Staff Program was approved.
12. Resolution Authorizing Agreement Between Hudson County Community College (HCCC) and Nutley Board of Education for the Delivery of Culinary Arts Instruction for Academic Year 2023-24 was approved.

Introduced by: Pamela Gardner
Seconded by: Silvia Rodriguez

8 Ayes.....0 Nays

Resolutions Adopted

X. NEW BUSINESS – None

XI. ADJOURNMENT at 5:30 p.m.

Introduced by: Edward DeFazio
Seconded by: Jeanette Peña

9 Ayes.....0 Nays

Resolution Adopted

**HUDSON COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES MEETING**

September 12, 2023

VII. FISCAL, ADMINISTRATIVE, LEASE, AND CAPITAL RECOMMENDATIONS

1. Resolution Authorizing Support and Intent for the County of Hudson to Provide Partial Funding for the Construction of the HCCC Tower Project

WHEREAS, Hudson County Community College (“College”) has presented a plan to the County of Hudson (“County”) for the expansion of the College campus by the acquisition, development, and construction of a building located in the Journal Square area of Jersey City, which is to be used by the College for administrative and other educational purposes (“Project”); and,

WHEREAS, the County supports and wishes to assist the College by providing the remaining funding needed for the Project; and,

WHEREAS, the College has identified partial funding on deposit to dedicate to the Project, and funding it can allocate through Chapter 12; and,

WHEREAS, the College funds are insufficient to satisfy the total amount needed to complete the Project based on professional estimates, and the Project cannot be completed unless additional funding is identified; and,

WHEREAS, the Hudson County Executive and the Hudson County Board of Commissioners intend to take whatever actions are necessary to provide funding to the College for completion of the Project up to the sum of thirty-two million dollars (\$32,000,000); and,

WHEREAS, the County intends to provide funding for the Project by way of capital bonding and/or the allocation of revenue replacement funds received by the County from the United States Treasury through the American Rescue Plan Act (“ARP”); specifically, State and Local Fiscal Recovery Funds (“SLFRF”); and,

WHEREAS, it is the intent of the County to include in their budget an appropriation to partially fund, under the category of Revenue Replacement, the construction of the Project, with the balance of the proceeds coming from a bond ordinance to be added to funds held by the College for this purpose; and,

WHEREAS, the Project qualifies as having a governmental purpose that will serve the needs of the residents of the County seeking higher education; and,

WHEREAS, the life of assets is greater than fifteen (15) years; and,

WHEREAS, the Administration, Finance Committee, and Capital Projects Advisory Committee recommend this award;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Hudson County Community College (“Trustees”) approve a request to the County of Hudson for up to Thirty-Two Million Dollars (\$32,000,000) for completion of the Tower Project.

BE IT FURTHER RESOLVED that the Board of Trustees request that the Hudson County Community College Board of School Estimate and Hudson County Board of Commissioners make such certifications, take all actions, and enter into such agreements necessary to provide the funding.

BE IT FURTHER RESOLVED that the Board of Trustees authorize the Administration to take all steps necessary to effectuate the terms of this resolution.

2. Resolution Authorizing Award of Contract for 119 Newkirk Street Demolition

WHEREAS, Hudson County Community College (“College”) needs to demolish the building at 119 Newkirk Street and build a parking structure (“Project”); and,

WHEREAS, this Project is part of the overall HCCC Tower project implementation; and,

WHEREAS, pursuant to N.J.S.A. 18:64A-25.1, et seq., the College advertised and held a public bid opening for services; and,

WHEREAS, the College received the following bids in response to the advertisement:

<u>Vendor</u>	<u>Location</u>	<u>Cost</u>
Persistent Construction, Inc.	Fairview, NJ	\$1,373,182
APS Contracting, Inc.	Paterson, NJ	\$1,585,000
Molba Construction	Little Ferry, NJ	\$1,860,000
PMY Construction Corp.	Lyndhurst, NJ	\$4,284,000

WHEREAS, the lowest bid was received from Persistent Construction Inc. (“Persistent”), which the College has determined to be the lowest responsible bidder; and,

WHEREAS, the cost of these services will be funded from Chapter 12; and,

WHEREAS, the Administration, Finance Committee, and Capital Projects Advisory Committee recommend this award;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Hudson County Community College award a contract to Persistent Construction, Inc. of Fairview, New Jersey, for the Project at a cost not to exceed \$1,373,182.

BE IT FURTHER RESOLVED that the Board of Trustees authorize the Administration to take all steps necessary to effectuate the terms of this resolution pending legal review.

3. Resolution Authorizing Purchase of Information Security Program

WHEREAS, Hudson County Community College (“College”) requires an information security program and operational cybersecurity consultant to meet regulatory and cyber insurance requirements, ensuring that it completes its Mission and Strategic Goals without interruption by data, information, or systems loss (“Services”); and,

WHEREAS, pursuant to N.J.S.A. 18A:64A-25.5 (a) (15), professional consulting services are exempt from bidding; and,

WHEREAS, notwithstanding the bid exemption, the College solicited proposals for the Services through a fair-and-open process and issued a Request-for-Proposal (“RFP”) for the Services for a term not to exceed one (1) year; and,

WHEREAS, the College received the following proposals in response to the RFP:

<u>Vendor</u>	<u>Location</u>	<u>Cost</u>
Affinity Security Services	Randolph, NJ	\$75,000
Cyber Security Operations	Stamford, CT	\$136,770

Aspire Technology Partners, LLC	Eatontown, NJ	\$172,800
Janus Associates	Stamford, CT	\$276,675
Securance Consulting	Tampa, FL	\$327,120

WHEREAS, the submission from the lowest proposer, Affinity, did not include all services required by the RFP; and,

WHEREAS, the submission from the second lowest proposer, Cyber Security Operations (“CSO”), met the requirements of the RFP; and,

WHEREAS, the College has determined that the proposal submitted by CSO is in the best interests of the College, price and other factors considered; and,

WHEREAS, the term for the Services is one (1) year; and,

WHEREAS, the cost of the Services will be funded from the operating budget; and,

WHEREAS, the Administration and Finance Committee recommend this purchase;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Hudson County Community College award a contract for information security program consulting services from Cyber Security Operations of Stamford, Connecticut, as described herein at a cost not to exceed \$136,770.

BE IT FURTHER RESOLVED that the Board of Trustees authorize the Administration to take all steps necessary to effectuate the terms of this resolution pending legal review.

4. Resolution Authorizing Renewal of Public Relations Support for the Office of Communications

WHEREAS, Hudson County Community College (“College”) desires the services of a consultant to provide public relations support (“Services”); and,

WHEREAS, pursuant to N.J.S.A. 18A:64A-25.5 (a) (15), professional consulting services are exempt from bidding; and,

WHEREAS, notwithstanding the bid exemption, the College solicited proposals for the Services through a fair-and-open process and issued a Request-for-Proposal (“RFP”) for the Services for a term not to exceed one (1) year; and,

WHEREAS, the College received the following proposal in response to the RFP:

<u>Vendor</u>	<u>Location</u>	<u>Cost</u>
Jones & Associates Communications, Inc.	Jersey City, NJ	\$98,520

WHEREAS, the College has determined that the proposal submitted by Jones & Associates Communications, Inc. is in the best interests of the College, price and other factors considered; and,

WHEREAS, there is no increase from the prior year; and,

WHEREAS, the term for the Services is one (1) year; and,

WHEREAS, the cost of the Services will be funded from the operating budget; and,

WHEREAS, the Administration and Finance Committee recommend this purchase;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Hudson County Community College award a contract for public relations support services from Jones & Associates Communications, Inc. of Jersey City, New Jersey, as described herein at a cost not to exceed \$98,520.

BE IT FURTHER RESOLVED that the Board of Trustees authorize the Administration to take all steps necessary to effectuate the terms of this resolution.

5. Resolution Authorizing Renewal of Video/Podcast Services for the Office of Communications

WHEREAS, Hudson County Community College (“College”) needs to renew Video/Podcast Services (“Services”) for the Office of Communications in connection with the College’s digital cable advertising; and,

WHEREAS, pursuant to N.J.S.A. 18A:64A-25.5 (a) (16), entertainment, including, without limitation, theatrical presentations, bands and other concerts, movies and other audiovisual productions, are exempt from public bidding; and,

WHEREAS, notwithstanding the bid exemption, the College solicited proposals for the Services through a fair-and-open process and issued a Request-for-Proposal (“RFP”) for the Services for a term not to exceed one (1) year; and,

WHEREAS, the College received the following proposal in response to the RFP:

<u>Vendor</u>	<u>Location</u>	<u>Cost</u>
Supermanos, LLC	West Chester, PA	\$72,000

WHEREAS, the College has determined that the proposal submitted by Supermanos, LLC is in the best interests of the College, price and other factors considered; and,

WHEREAS, there is no increase from the prior year; and,

WHEREAS, the term for the Services is one (1) year; and,

WHEREAS, the cost of the Services will be funded from the operating budget; and,

WHEREAS, the Administration and Finance Committee recommend this purchase;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Hudson County Community College award a contract for video/podcast services from Supermanos, LLC of West Chester, Pennsylvania, as described herein at a cost not to exceed \$72,000.

BE IT FURTHER RESOLVED that the Board of Trustees authorize the Administration to take all steps necessary to effectuate the terms of this resolution.

6. Resolution Authorizing Renewal of Digital Advertisement Services

WHEREAS, Hudson County Community College (“College”) needs to renew Digital Advertisement Services (“Services”) for the Office of Communications; and,

WHEREAS, pursuant to N.J.S.A. 18A:64A-25.5 (a) (20), goods and services for personnel recruitment and advertising, including, without limitation, advertising seeking student enrollment, are exempt from public bidding; and,

WHEREAS, notwithstanding the bid exemption, the College solicited proposals for the Services through a fair-and-open process and issued a Request-for-Proposal (“RFP”) for the Services for a term not to exceed one (1) year; and,

WHEREAS, the College received the following proposal in response to the RFP:

<u>Vendor</u>	<u>Location</u>	<u>Cost</u>
Semgeeks	Belmar, NJ	\$49,980

WHEREAS, the College has determined that the proposal submitted by Semgeeks is in the best interests of the College, price and other factors considered; and,

WHEREAS, there is no increase from the prior year; and,

WHEREAS, the term for the Services is one (1) year; and,

WHEREAS, the cost of the Services will be funded from the operating budget; and,

WHEREAS, the Administration and Finance Committee recommend this purchase;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Hudson County Community College award a contract for digital advertisement services from Semgeeks of Belmar, New Jersey as described herein at a cost not to exceed \$49,980.

BE IT FURTHER RESOLVED that the Board of Trustees authorize the Administration to take all steps necessary to effectuate the terms of this resolution.

7. Resolution Authorizing Renewal of College Campus-Wide Software License Agreement

WHEREAS, Hudson County Community College (“College”) needs to renew the College campus-wide Microsoft Software License with purchase of increased security included; and,

WHEREAS, pursuant to N.J.S.A. 18A:64A-25.11a, the College may, without public bidding, purchase goods and services through national cooperatives; and,

WHEREAS, GovConnection, Inc. (part of OMNIA Partners/Region 4 ESC Contract #R210402) has submitted a proposal to provide these licenses and security upgrades that may be released by Microsoft during the year at a total cost not to exceed \$120,936; and,

WHEREAS, there is no increase from the prior year; and,

WHEREAS, the anticipated term is one (1) year; and,

WHEREAS, the cost of these services will be funded from the operating budget; and,

WHEREAS, the Administration and Finance Committee recommend this award;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Hudson County Community College award a contract to GovConnection, Inc. of Merrimack, New Hampshire, for the renewal of the College campus-wide Microsoft Software License as described herein at a cost not to exceed \$120,936.

BE IT FURTHER RESOLVED that the Board of Trustees authorize the Administration to take all steps necessary to effectuate the terms of this resolution.

8. Resolution Authorizing Renewal of Staff and Faculty Monthly Parking at Harrison Parking Center

WHEREAS, Hudson County Community College (“College”) needs to provide additional parking for faculty and staff; and,

WHEREAS, the College wishes to acquire the right to use fifty (50) monthly parking spaces for a garage in Harrison, New Jersey; and,

WHEREAS, pursuant to N.J.S.A 18A:64A-12 (l), the board of trustees of a county college may acquire, lease and use property that is necessary for college purposes; and,

WHEREAS, Harrison Parking Center has submitted a proposal to provide fifty (50) parking spaces for a total cost not to exceed \$70,000; and,

WHEREAS, there is no increase from the prior year; and,

WHEREAS, the anticipated term is one (1) year; and,

WHEREAS, the cost of the parking spaces will be funded from the operating budget; and,

WHEREAS, the Administration and Finance Committee recommend this award;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Hudson County Community College approve the agreement with Harrison Parking Center of Harrison, New Jersey for the use of fifty (50) parking spaces at a cost not to exceed \$70,000.

BE IT FURTHER RESOLVED that the Board of Trustees authorize the Administration to take all steps necessary to effectuate the terms of this resolution.

9. Resolution Approving Payment for Photography Services

WHEREAS, Hudson County Community College (“College”) required photography services for the Office of Communications for various events throughout fiscal year 2023 (the “Work”); and,

WHEREAS, additional services were needed due to an increase in events such as the Pride Parade, weekend Culinary events, Park Plaza lighting, art collection photographs, headshots for faculty and staff, and individual department graduation events requests, which were not anticipated when the services were originally procured; and,

WHEREAS, the total cost for fiscal year 2023 came to \$68,771; and,

WHEREAS, pursuant to N.J.S.A. 18A:64A-25.5 (a) (16), entertainment, including, without limitation, theatrical presentations, bands and other concerts, movies and other audiovisual productions, are exempt from public bidding; and,

WHEREAS, the College engaged Jersey Pictures (“JP”) to perform the Work; and,

WHEREAS, the Administration and Finance Committee recommend the payment for the Work;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Hudson County Community College authorize payment to Jersey Pictures of Hackettstown, New Jersey, for photography services at a cost not to exceed \$68,771.

BE IT FURTHER RESOLVED that the Board of Trustees authorize the Administration to take all steps necessary to effectuate the terms of this resolution.

10. Resolution Approving Payment for National Healthcareer Association Services

WHEREAS, Hudson County Community College (“College”) required the services of National Healthcareer Association (“NHA”) for the Office of Nursing for testing throughout fiscal year 2023 (the “Work”); and,

WHEREAS, the total cost for fiscal year 2023 came to \$87,540; and,

WHEREAS, pursuant to N.J.S.A. 18A:64A-25.3, the contract was awarded without public bidding as it was anticipated that the total cost of the contract would be below the College’s bid threshold; and,

WHEREAS, the College engaged NHA to perform the Work; and,

WHEREAS, the Administration and Finance Committee recommend the payment for the Work;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Hudson County Community College authorize payment to National Healthcareer Association of Leawood, Kansas, for testing services at a cost not to exceed \$87,540.

BE IT FURTHER RESOLVED that the Board of Trustees authorize the Administration to take all steps necessary to effectuate the terms of this resolution.

11. Resolution Approving Payment for Purchases through the Hunger Free Grant

WHEREAS, Hudson County Community College (“College”) has accepted a Hunger Free Grant in the total amount of \$184,523 through Hudson Helps; and,

WHEREAS, the purpose of the grant is to provide hunger assistance for students in need at the College; and,

WHEREAS, pursuant to the grant, the College purchased food gift cards from Flik in the amount of \$102,150, BJ’s Wholesale Club in the amount of \$51,977, and from Wakefern Food Corp. in the amount of \$30,396; and,

WHEREAS, OSHE has approved the College’s use of the grant funds to purchase the food gift cards.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of Hudson County Community College approve the payment for purchase of the food gift cards as set forth above.

BE IT FURTHER RESOLVED that the Administration is authorized to take such other and further steps as necessary to comply with the requirement of the grant and to effectuate the purposes of this resolution.

12. Resolution Authorizing Building Maintenance Services Contract Extension

WHEREAS, Hudson County Community College (“College”) requires the services of a vendor to provide building maintenance services; and,

WHEREAS, the College has commenced procurement of the Services; and,

WHEREAS, the College needs to extend the current building maintenance services contract with Maverick Building Services, Inc. (“Maverick”) while the College conducts a procurement for the services and is able to award a contract to the new vendor; and,

WHEREAS, the anticipated extension is until December 2023; and,

WHEREAS, Maverick will provide the extended services at a total cost not to exceed \$259,000 per month; and,

WHEREAS, the cost of these services will be funded from the operating budget; and,

WHEREAS, the Administration and Finance Committee recommend payment for these services;

***NOW, THEREFORE, BE IT RESOLVED** that the Board of Trustees of Hudson County Community College authorize the College to enter into a contract extension for services with Maverick Building Services, Inc. of Rutherford, New Jersey through December 2023 at a cost not to exceed \$259,000 per month.*

***BE IT FURTHER RESOLVED** that the Board of Trustees authorize the Administration to take all steps necessary to effectuate the terms of this resolution.*

13. Resolution Authorizing Cooperative with Hunterdon County Educational Services Commission

WHEREAS, pursuant to N.J.S.A. 18A:64A-25.11a, Hudson County Community College ("College") is authorized to be a participating contracting unit in a cooperative pricing system established pursuant to the laws of New Jersey; and,

WHEREAS, the Hunterdon County Educational Services Commission ("HCECSC") established the New Jersey Cooperative Purchasing Alliance # CK04, a Cooperative Pricing System for the purchase of goods and services ("NJCPA") in which the County of Bergen serves as the Lead Agency for procurement; and,

WHEREAS, the Finance Committee and Administration recommend joining the HCECSC;

***NOW, THEREFORE, BE IT RESOLVED** that the Board of Trustees of Hudson Community College hereby authorize participation in the HCECSC Cooperative Pricing System effective immediately.*

***BE IT FURTHER RESOLVED** that the Board of Trustees authorize the Administration to enter into the Cooperative Pricing Agreement with the Hunterdon County Educational Services Commission serving as Lead Agency.*

***BE IT FURTHER RESOLVED** that the Lead Agency shall be responsible for complying with the provisions of the Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.) and all other provisions of the revised statutes of the State of New Jersey.*

RESOLUTION:

NOW, THEREFORE, BE IT RESOLVED** that the Board of Trustees approve the recommendations of the President, Administration, and Finance Committee as outlined above in **Item VII., Fiscal, Administrative, Lease and Capital Recommendations 1-13.

1) Resolution Authorizing Support and Intent for the County of Hudson to Provide Partial Funding for the Construction of the HCCC Tower Project; 2) Resolution Authorizing Award of Contract for 119 Newkirk Street Demolition; 3) Resolution Authorizing Purchase of Information Security Program; 4) Resolution Authorizing Renewal of Public Relations Support for the Office of Communications; 5) Resolution Authorizing Renewal of Video/Podcast Services for the Office of Communications; 6) Resolution Authorizing Renewal of Digital Advertisement Services; 7) Resolution Authorizing Renewal of College Campus-Wide Software License; 8) Resolution Authorizing Renewal of Staff and Faculty Monthly Parking at Harrison Parking Center; 9) Resolution Approving Payment for Photography Services; 10) Resolution Approving Payment for National Healthcareer Association Services; 11) Resolution Approving Payment for Purchases through the Hunger Free Grant; 12) Resolution Authorizing Building Maintenance Services Contract Extension; and 13) Resolution Authorizing Cooperative with Hunterdon County Educational Services Commission.

INTRODUCED BY: _____

SECONDED BY:

DATE:

September 12, 2023

DeFazio, Edward
Doria, Joseph
Gardner, Pamela
Gargiulo, Frank
Kenny, Roberta
Lee, Bakari
Peña, Jeanette
Rodriguez, Silvia
Stahl, Harold
Netchert, William, Chair

_____ Aye

_____ Nay

**HUDSON COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES MEETING**

September 12, 2023

VIII. PERSONNEL RECOMMENDATIONS

1. SEPARATION

First Name	Last Name	Title	Effective Date
Richwyn	Nicandro	Support Analyst	August 17, 2023

RECOMMENDATION: *The President, Administration, and Personnel Committee recommend that the Board of Trustees approve the Separation above as Personnel Recommendation Item No. 1.*

2. APPOINTMENT OF FULL-TIME STAFF

First Name	Last Name	Title	Salary Grade	Effective Date	Annual Salary
Andrew	Adler	Assistant Director of Advisement, Student Services Operations	113	September 16, 2023	\$55,319.00
Alesha T.	Booth	Development Manager	117	October 9, 2023	\$74,000.00
Brianna	Casagrande	Assistant Director of Advisement, North Hudson Operations and Development	113	September 16, 2023	\$55,923.20
Samantha	Ceballo	Assistant Director of Advisement, Advising Training and Staff Development	113	September 16, 2023	\$56,159.00
Mackenzie	Johnson	Assistant Director of Advisement, Program Operations and Development	113	September 16, 2023	\$56,473.00
Elizabeth	Ryan	Assistant Director of Advisement, Data and Assessment	113	September 16, 2023	\$56,473.00

RECOMMENDATION: *The President, Administration, and Personnel Committee recommend that the Board of Trustees approve the Appointment of Full-time Staff above as Personnel Recommendation Item No. 2.*

3. APPOINTMENT OF TEMPORARY FULL-TIME STAFF

First Name	Last Name	Title	Salary Grade	Effective Date	Anticipated End Date	Annual Salary
Karine	Davis	Interim, Director, Accessibility Services	119	September 16, 2023	December 31, 2023	\$74,474.70
Regina	Espino	Receiving Clerk, Temporary Full-time	102	August 16, 2023	December 31, 2023	\$38,000.00
Anne	Hutchinson	Librarian, Temporary Full-time	113	September 16, 2023	December 2023	\$53,000.00
Aaron	Patel	Support Analyst, Temporary Full-time, NHC	107	September 16, 2023	October 31, 2023	\$41,810.98
Sarah	Yagoubi	Internship Coordinator (Grant-funded)	109	September 16, 2023	December 31, 2023	\$47,479.50

RECOMMENDATION: *The President, Administration, and Personnel Committee recommend that the Board of Trustees approve the Appointment of Temporary Full-time Staff above as Personnel Recommendation Item No. 3.*

4. *APPOINTMENT OF TEMPORARY FULL-TIME FACULTY*

<i>First Name</i>	<i>Last Name</i>	<i>Title</i>	<i>Salary Grade</i>	<i>Effective Date</i>	<i>Anticipated End Date</i>	<i>Annual Salary</i>
Thomas	Andolfo	Instructor, ESL (Non-tenure track)	INST	August 16, 2023	December 31, 2023	\$55,434.92
Annie	Barran	Instructor, Nursing (Non-tenure track)	INST	August 16, 2023	December 31, 2023	\$55,434.92
Walter	Lindsey	Instructor, English (Non-tenure track)	INST	August 16, 2023	December 31, 2023	\$55,434.92
Jasmine	Pascua	Instructor, Culinary Arts (Non-tenure track)	INST	August 16, 2023	December 31, 2023	\$55,434.92
Artur	Ujazdowski	Instructor, ESL (Non-tenure track)	INST	August 16, 2023	December 31, 2023	\$55,434.92

RECOMMENDATION: *The President, Administration, and Personnel Committee recommend that the Board of Trustees approve the Appointment of Temporary Full-time Faculty above as Personnel Recommendation Item No. 4.*

5. *AUTHORIZATION OF PART-TIME STAFF THROUGH SEPTEMBER 2024, AS NEEDED*

<i>FIRST NAME</i>	<i>LAST NAME</i>	<i>DEPARTMENT</i>	<i>TITLE</i>	<i>POSITION ID</i>	<i>SUPERVISOR</i>
Ashley	Rinaldi	College Libraries	PT Library Associate	PTLRASO-150510	John Hernandez
Prachi	Patel	Culinary Arts	PT Office Assistant	OFFAST-101030	Ara Karakashian
Mila-Angelique	Chapin	Culinary Arts	PT Receiving Clerk	RECLERK-101030	Ara Karakashian
Ciro	Romero	English and ESL	PT Academic Coach	COACH	Alison Wakefield
Elvis	Valcarcel	School of Science, Technology, Engineering, and Mathematics	Office Assistant	OFFAST-101015	Burl Yearwood
Marwa	Abdelgowad	Continuing Education and Workforce Development	PT Instructor	PTINST-102010	Chastity Farrell
Emily	Arowosaye	Continuing Education and Workforce Development	PT Healthcare Instructor	HCINST-605020	Anita Belle
Alison	Blumenfeld	Continuing Education and Workforce Development	PT Healthcare Instructor	HCINST-605020	Anita Belle
Martine	Cadet	Continuing Education and Workforce Development	PT Instructor	PTINST-103005	Catherina Mirasol

Anthony	Choo-Yick	Continuing Education and Workforce Development	PT Instructor	PTINST-102010	Chastity Farrell
Cherise	Dawson	Continuing Education and Workforce Development	PT Healthcare Instructor	HCINST-605020	Anita Belle
Carmen	Diaz	Continuing Education and Workforce Development	PT Healthcare Instructor	HCINST-605020	Anita Belle
Hydah	Kilonzo	Continuing Education and Workforce Development	PT Healthcare Instructor	HCINST-605020	Anita Belle
Pooja	Loka	Continuing Education and Workforce Development	PT Student Success Coach	PT STUD	Anita Belle
Melissa	Molinero	Continuing Education and Workforce Development	PT Healthcare Instructor	HCINST-605020	Anita Belle
Jose	Montalvo	Continuing Education and Workforce Development	PT Healthcare Instructor	HCINST-605020	Anita Belle
Cynthia	Morrison	Continuing Education and Workforce Development	PT Healthcare Instructor	HCINST-605020	Anita Belle
Mandanna	Naleyanda	Continuing Education and Workforce Development	PT Healthcare Instructor	HCINST-605020	Anita Belle
Abiodun	Oladeji	Continuing Education and Workforce Development	PT Healthcare Instructor	HCINST-605020	Anita Belle
Katherine	Sorto	Continuing Education and Workforce Development	PT Instructor	PTINST-102010	Chastity Farrell
Angelo	Soto	Continuing Education and Workforce Development	PT Healthcare Instructor	HCINST-605020	Anita Belle
Liana	Tabatadze	Continuing Education and Workforce Development	PT Instructor	PTINST-102010	Chastity Farrell
Kieyeitha	Ward	Continuing Education and Workforce Development	PT Healthcare Instructor	HCINST-103005	Samaya Yashayeva
Kerry	Weinstein	Continuing Education and	PT Instructor	PTINST-102010	Chastity Farrell

		Workforce Development			
Frank	Gonzalez	Customer Service	PT Customer Service Assistant	PTCUST	Freddy Medina
Stev	Lewis	Accessibility Services	Notetaker/Reader	READER-150525	Karine Davis
Destiny	Rivera	Accessibility Services	Notetaker/Reader	READER-150525	Karine Davis
Bryan	Sierra Nunez	Accessibility Services	Notetaker/Reader	READER-150525	Karine Davis
Abanob	Basta	Information Technology Services	Instructional Lab Assistant	INLBST-253025	Diana Perez
Mariam	Basta	Information Technology Services	Instructional Lab Assistant	INLBST-253025	Diana Perez
Shivam	Chauhan	Information Technology Services	Instructional Lab Assistant	INLBST-253025	Diana Perez
Rahul	Chawaria	Information Technology Services	Instructional Lab Assistant	INLBST-253025	Diana Perez
Hardik	Darji	Information Technology Services	Instructional Lab Assistant	INLBST-253025	Diana Perez
Ronnie	Feliz	Information Technology Services	Instructional Lab Assistant	INLBST-253025	Diana Perez
Priyansh	Gandi	Information Technology Services	Instructional Lab Assistant	INLBST-253025	Diana Perez
Johanne	Neus	Information Technology Services	Instructional Lab Assistant	INLBST-253025	Diana Perez
Ravi	Panagar	Information Technology Services	Instructional Lab Assistant	INLBST-253025	Diana Perez
Keyur	Patel	Information Technology Services	Instructional Lab Assistant	INLBST-253025	Diana Perez
Dhruv	Patel	Information Technology Services	Instructional Lab Assistant	INLBST-253025	Diana Perez
Dev	Patel	Information Technology Services	Instructional Lab Assistant	INLBST-253025	Diana Perez
Kevin	Patel	Information Technology Services	Instructional Lab Assistant	INLBST-253025	Diana Perez
Darshika	Patel	Information Technology Services	Instructional Lab Assistant	INLBST-253025	Diana Perez
Keyur	Patel	Information Technology Services	Instructional Lab Assistant	INLBST-253025	Diana Perez

Rebekah	Isaac	Human Resources	PT COVID Office Assistant	OFFAST-601510	Anna Krupitskiy
Anshuma	Jain	Human Resources	PT HR Administrator	HRADMPT-253020	Anna Krupitskiy
Stephanie	Pina	Human Resources	PT HR Administrator	HRADMPT-253020	Anna Krupitskiy
Ana Maria	Botea	School of Nursing and Health Professions	PT Office Assistant	OFFAST	Lori Byrd
Marolla	Youakim	Educational Opportunity Fund	Part-time EOF Tutor	EOFTUTOR-603001	Jose M. Lowe
Ariana	Calle	Student Affairs	Career Closet Coordinator	CACLCO-603055	Katherine Morales
Amareese	Forty	Student Financial Assistance	Office Assistant	OFFAST-200520	Sylvia Mendoza
Mariam	Ibrahim	Student Financial Assistance	Office Assistant	OFFAST-200520	Sylvia Mendoza
Ashley	Rinaldi	College Libraries	PT Library Associate	PTLRASO-150510	John Hernandez
Mariam	Ibrahim	Student Financial Assistance	Office Assistant	OFFAST-200520	Sylvia Mendoza

RECOMMENDATION: *The President, Administration, and Personnel Committee recommend that the Board of Trustees approve the Authorization of Part-Time Staff listed above, as needed, as Personnel Recommendation Item No 5.*

6. APPOINTMENT OF NEW HIRE ADJUNCT INSTRUCTORS

First Name	Last Name	School/Office
Lilisa	Williams	Business, Culinary Arts and Hospitality Management
Ernest	Andrade-Barteldes	English and ESL
Anthony	Choo-Yick	English and ESL
Elizabeth	Hallacy	English and ESL
Sohrab	Sajadi	English and ESL
Kara	Beaufort	Humanities and Social Sciences
Joshua	Gaul	Humanities and Social Sciences
Michelle	Cayetano	Nursing and Health Professions

RECOMMENDATION: *The President, Administration, and Personnel Committee recommend that the Board of Trustees approve the Appointment of New Hire Adjunct Instructors listed above as Personnel Recommendation Item No 6.*

7. MODIFICATIONS TO STAFFING TABLE

Current Approved Title	New Title/Classification	Incumbent (If applicable)	Salary Grade and Salary Adjustment (If applicable)	Effective Date
N/A	Internship Coordinator (Externally-funded)	N/A	109	September 16, 2023
ESL Specialist (Grant-funded)	Associate Director, ESL (Grant-funded)	N/A	115	September 16, 2023

RECOMMENDATION: *The President, Administration, and Personnel Committee recommend that the Board of Trustees approve the Staffing Modifications listed above as Personnel Recommendation Item No 7.*

RESOLUTION:

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees approve the recommendations of the President, Administration, and Personnel Committee as outlined above in **Item VIII., Personnel Recommendations 1-7.**

1) Separation; 2) Appointment of Full-time Staff; 3) Appointment of Temporary Full-time Staff; 4) Appointment of Temporary Full-time Faculty; 5) Authorization of Part-time Staff, as Needed; 6) Appointment of New Hire Adjunct Instructors; and 7) Modifications to Staffing Table.

INTRODUCED BY:

SECONDED BY:

DATE:

September 12, 2023

DeFazio, Edward
Doria, Joseph
Gardner, Pamela
Gargiulo, Frank
Kenny, Roberta
Lee, Bakari
Peña, Jeanette
Rodriguez, Silvia
Stahl, Harold
Netchert, William, Chair

_____ Aye _____ Nay

**HUDSON COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES MEETING**

September 12, 2023

IX. ACADEMIC AND STUDENT AFFAIRS RECOMMENDATIONS

1. Resolution Authorizing Articulation Agreement Between Hudson County Community College (HCCC) and Rider University for Academic Pathways in Computer Science and Cybersecurity

WHEREAS, Hudson County Community College (“College”) seeks to optimize community engagement through the development of seamless academic pathways with K-20 partners and in support of the College’s mission to provide high-quality educational opportunities that promote student success and upward social and economic mobility; and,

WHEREAS, the College offers Associate of Science in Computer Science and Associate of Science in Computer Science Option in Cybersecurity degree programs (“Programs”); and,

WHEREAS, one goal of the Programs is the successful transfer of HCCC students to a four-year university in order to pursue a Bachelor of Science degree and beyond; and,

WHEREAS, Rider University offers a Bachelor of Science in Computer Science degree program; and,

WHEREAS, the College seeks to enter into an Articulation Agreement (“Agreement”) with Rider University, whereby students who earn an Associate of Science in Computer Science or an Associate of Science in Computer Science Option in Cybersecurity degree at the College will be able to transfer seamlessly into Rider University’s Bachelor of Science in Computer Science degree program; and,

WHEREAS, this Agreement will remain in effect for two (2) years unless otherwise terminated by either party in accordance with the parameters established in the Agreement; and,

WHEREAS, the Administration, and the Academic and Student Affairs Committee, recommend the authorization of this Agreement;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Hudson County Community College authorize the Articulation Agreement between Hudson County Community College and Rider University, retroactive to August 30, 2023.

BE IT FURTHER RESOLVED that the Board of Trustees authorize the College’s Administration to take all steps necessary to effectuate the terms of this resolution.

2. Resolution Authorizing Articulation Agreement Between Hudson County Community College (HCCC) and Felician University for Academic Pathways in Biology and Mathematics

WHEREAS, Hudson County Community College (“College”) seeks to optimize community engagement through the development of seamless academic pathways with K-20 partners and in support of the College’s mission to provide high-quality educational opportunities that promote student success and upward social and economic mobility; and,

WHEREAS, the College offers Associate of Science in Science and Mathematics Option in Biology and Associate of Science in Science and Mathematics Option in Mathematics degree programs (“Programs”); and,

WHEREAS, one goal of the Programs is the successful transfer of HCCC students to a four-year university in order to pursue a baccalaureate degree and beyond; and,

WHEREAS, Felician University offers baccalaureate degree programs in these disciplines; and,

WHEREAS, the College seeks to enter into an Articulation Agreement (“Agreement”) with Felician University, whereby students who earn an Associate of Science in Science and Mathematics Option in Biology degree at the College will be able to transfer seamlessly into Felician University’s Bachelor of Science in Biology or Bachelor of Arts in Natural Sciences and Mathematics General Science Concentration degree programs, and whereby students who earn an Associate of Science in Science and Mathematics Option in Mathematics degree at the College will be able to transfer seamlessly into Felician University’s Bachelor of Arts in Mathematics degree program; and,

WHEREAS, this Agreement will remain in effect for one (1) year unless otherwise terminated by either party in accordance with the parameters established in the Agreement; and,

WHEREAS, the Administration, and the Academic and Student Affairs Committee, recommend the authorization of this Agreement;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Hudson County Community College authorize the Articulation Agreement between Hudson County Community College and Felician University, retroactive to August 30, 2023.

BE IT FURTHER RESOLVED that the Board of Trustees authorize the College’s Administration to take all steps necessary to effectuate the terms of this resolution.

3. Resolution Authorizing Memorandum of Agreement (MOA) Between Hudson County Community College (HCCC) and New Jersey Department of Health (NJDOH) for Use of Certain NJDOH Equipment by HCCC for Purposes of NJDOH Wastewater Surveillance Program

WHEREAS, pursuant to N.J.S.A. 26:1A-15, the New Jersey Department of Health (“NJDOH”) is authorized to enter into agreements with instrumentalities of the State to accomplish the State’s public health goals, and the County Colleges are established pursuant to State law, specifically, N.J.S.A. 18A:64A-1 et seq., and approved by The Commission on Higher Education; and,

WHEREAS, the Centers for Disease Control and Prevention (“CDC”) of the U.S. Department of Health and Human Services (HHS) has awarded funding to NJDOH entitled, “Epidemiology and Laboratory Capacity for Prevention and Control of Emerging Infectious Diseases” for the purpose of conducting wastewater testing and purchasing testing equipment, in order to understand and monitor community disease prevalence trends through the NJDOH’s Wastewater Surveillance Program, part of the National Wastewater Surveillance System (NWSS) Program conducted by the CDC to support local public health action; and,

WHEREAS, the DOH Wastewater Surveillance Program is overseen jointly by the Public Health Laboratory Services (PHLS) and Communicable Disease Service (“CDS”) programs; and,

WHEREAS, pursuant to N.J.S.A. 18A:64A-12, the Board of Trustees of a County College is authorized to enter into contracts with the State or any of its departments; and,

WHEREAS, Hudson County Community College (“College”) seeks to enter into a Memorandum of Agreement with the NJDOH to participate in the NJDOH Wastewater Surveillance Program; and,

WHEREAS, NJDOH will provide, free of charge, certain equipment to HCCC for its use in the NJDOH Wastewater Surveillance Program starting in August 2023 and extending through July 31, 2024, or the earlier termination of the NJDOH Wastewater Surveillance Program; and,

WHEREAS, the Administration, and the Academic and Student Affairs Committee, recommend the authorization of this Memorandum of Agreement;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Hudson County Community College authorize the Memorandum of Agreement between Hudson County Community College and the New Jersey Department of Health, effective upon approval.

BE IT FURTHER RESOLVED that the Board of Trustees authorize the College's Administration to take all steps necessary to effectuate the terms of this resolution.

4. Resolution Authorizing Amendment to the Memorandum of Understanding (MOU) Between Hudson County Community College (HCCC) and Year Up New York/New Jersey

WHEREAS, Hudson County Community College ("College") entered into a Memorandum of Understanding ("MOU") with Year Up New York/New Jersey ("Year Up") in May 2019 and amended the MOU in June 2021; and,

WHEREAS, Year Up assists the College in furthering the reach of its mission by providing young adults with a pathway to entry-level employment in high-demand sectors such as Information Technology and Business through an intensive training and internship program; and,

WHEREAS, the College and Year Up have developed a synergistic partnership through which Year Up recruits the College's students to participate in its training and internship program, and students who participate in Year Up programming are simultaneously enrolled in degree programs at the College; and,

WHEREAS, the amendment to the MOU has expired; and,

WHEREAS, the College seeks to amend the MOU with Year Up to extend the term through May 16, 2025 unless otherwise terminated by either party in accordance with the parameters established in the MOU; and,

WHEREAS, the Administration, and the Academic and Student Affairs Committee, recommend the authorization of the amendment to the MOU;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Hudson County Community College authorize the amendment of the Memorandum of Understanding between Hudson County Community College and Year Up New York/New Jersey, retroactive to May 1, 2023.

BE IT FURTHER RESOLVED that the Board of Trustees authorize the College's Administration to take all steps necessary to effectuate the terms of this resolution.

5. Resolution Authorizing Memorandum of Understanding (MOU) Between Hudson County Community College (HCCC) and Hudson Regional Health for the Delivery of Diversity Training

WHEREAS, Hudson Regional Health ("HRH") has a need for the provision of training for its members; and,

WHEREAS, Hudson County Community College's ("College") School of Continuing Education and Workforce Development ("CEWD") can meet this need; and,

WHEREAS, the College seeks to enter into a Memorandum of Understanding ("MOU") with HRH whereby CEWD will provide Diversity trainings to HRH staff during HRH's pre-service; and,

WHEREAS, this MOU will remain in effect for one (1) year unless otherwise terminated by either party in accordance with the parameters established in the MOU; and,

WHEREAS, the Administration, and Academic and Student Affairs Committee, recommend the authorization of the Memorandum of Understanding between Hudson County Community College and Hudson Regional Health;

***NOW, THEREFORE, BE IT RESOLVED** that the Board of Trustees of Hudson County Community College authorize the Memorandum of Understanding between Hudson County Community College and Hudson Regional Health, retroactive to August 1, 2023.*

***BE IT FURTHER RESOLVED** that the Board of Trustees authorize the College's Administration to take all steps necessary to effectuate the terms of this resolution.*

6. Resolution Authorizing Agreement Between Hudson County Community College (HCCC) and Equus Workforce Solutions

WHEREAS, Hudson County Community College ("College"), through its School of Continuing Education and Workforce Development, offers pathways to workforce programs and credentials for its students; and,

WHEREAS, a training agreement with the operator of the Hudson County One-Stop Career Center facilitates the provision of workforce training programs, credentials, and job search assistance; and,

WHEREAS, the College seeks to enter into an Agreement with the Arbor E&T, LLC d/b/a Equus Workforce Solutions, which has offices located at 438 Summit Ave., Jersey City, NJ 07306 as the operator of the Hudson County One-Stop Career Center for the provision of workforce training programs, credentials, and job search assistance; and,

WHEREAS, this Agreement will remain in effect for one (1) year unless otherwise terminated by either party in accordance with the parameters established in the Agreement; and,

WHEREAS, the Administration, and Academic and Student Affairs Committee, recommend the authorization of the Agreement between Hudson County Community College and Equus Workforce Solutions;

***NOW, THEREFORE, BE IT RESOLVED** that the Board of Trustees of Hudson County Community College authorize the Agreement between Hudson County Community College and Equus Workforce Solutions, retroactive to July 1, 2023.*

***BE IT FURTHER RESOLVED** that the Board of Trustees authorize the College's Administration to take all steps necessary to effectuate the terms of this resolution.*

RESOLUTION

NOW, THEREFORE, BE IT RESOLVED** that the Board of Trustees approve the recommendations of the President, Administration, and Academic and Student Affairs Committee as outlined above in **Item IX., Academic and Student Affairs Recommendations 1-6:

(1) Resolution Authorizing Articulation Agreement Between Hudson County Community College (HCCC) and Rider University for Academic Pathways in Computer Science and Cybersecurity; (2) Resolution Authorizing Articulation Agreement Between Hudson County Community College (HCCC) and Felician University for Academic Pathways in Biology and Mathematics; (3) Resolution Authorizing Memorandum of Agreement (MOA) Between Hudson County Community College (HCCC) and New Jersey Department of Health (NJDOH) for Use of Certain NJDOH Equipment by HCCC for Purposes of NJDOH Wastewater Surveillance Program; (4) Resolution Authorizing Amendment to the Memorandum of Understanding

(MOU) Between Hudson County Community College (HCCC) and Year Up New York/New Jersey; (5) Resolution Authorizing Memorandum of Understanding (MOU) Between Hudson County Community College (HCCC) and Hudson Regional Health for the Delivery of Diversity Training; and, (6) Resolution Authorizing Agreement Between Hudson County Community College (HCCC) and Equus Workforce Solutions.

INTRODUCED BY:

SECONDED BY:

DATE:

September 12, 2023

DeFazio, Edward

Doria, Joseph

Gardner, Pamela

Gargiulo, Frank

Kenny, Roberta

Lee, Bakari

Peña, Jeanette

Rodriguez, Silvia

Stahl, Harold

Netchert, William, Chair

_____ Aye

_____ Nay

Supporting Documents

[Click Here for Supporting Materials](#)

**HUDSON COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES MEETING**

September 12, 2023

X. NEW BUSINESS

INTRODUCED BY:

SECONDED BY:

DATE:

September 12, 2023

DeFazio, Edward

Doria, Joseph

Gardner, Pamela

Gargiulo, Frank

Kenny, Roberta

Lee, Bakari

Peña, Jeanette

Rodriguez, Silvia

Stahl, Harold

Netchert, William, Chair

_____ Aye

_____ Nay

**HUDSON COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES MEETING**

September 12, 2023

XI. ADJOURNMENT

RESOLUTION:

NOW, THEREFORE, BE IT RESOLVED that the September 12, 2023 meeting of the Hudson County Community College Board of Trustees be adjourned at ____P.M.

INTRODUCED BY: _____

SECONDED BY: _____

DATE: September 12, 2023

DeFazio, Edward	_____
Doria, Joseph	_____
Gardner, Pamela	_____
Gargiulo, Frank	_____
Kenny, Roberta	_____
Lee, Bakari	_____
Peña, Jeanette	_____
Rodriguez, Silvia	_____
Stahl, Harold	_____
Netchert, William, Chair	_____

_____ Aye _____ Nay