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

Regular Meeting – Board of Trustees

Tuesday, October 14, 2025

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/98347157921?pwd=Hnw4NaLmFoxibgpdYjffqQojnDoaBl.1>

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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

Chair Peña

II. ROLL CALL AND RECOGNITION OF VISITORS

Trustees:

Lisa Camacho, Student Alumni Representative

Edward DeFazio, Secretary/Treasurer

Joseph Doria

Frank Gargiulo

Stacy Gemma

Roberta Kenny

Vincent Lombardo

Jeanette Peña, Chair

Christopher Reber, President (Ex Officio)

Silvia Rodriguez

Harold Stahl

Frances Teabout

III.	COMMENTS FROM THE PUBLIC	<i>Chair Peña</i>
IV.	CLOSED SESSION <i>(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.)</i>	
V.	REPORTS	
1.	<i>Student Government Association President's Report</i>	<i>Ms. Khajamohideen</i>
2.	<i>All College Council Chair's Report</i>	<i>Mr. Youssef</i>
3.	<i>President's Report</i>	<i>Dr. Reber</i>
VI.	REGULAR MONTHLY REPORTS AND RECOMMENDATIONS	
1.	<i>Minutes of Previous Meetings</i>	
2.	<i>Gifts, Grants, and Contracts</i>	
VII.	FISCAL, ADMINISTRATIVE, LEASE, AND CAPITAL RECOMMENDATIONS	<i>Dr. Reber</i>
VIII.	PERSONNEL RECOMMENDATIONS	<i>Dr. Reber</i>
IX.	ACADEMIC AND STUDENT AFFAIRS RECOMMENDATIONS	<i>Dr. Reber</i>
X.	NEW BUSINESS	<i>Chair Peña</i>
XI.	ADJOURNMENT	<i>Chair Peña</i>

HUDSON COUNTY COMMUNITY COLLEGE

BOARD OF TRUSTEES MEETING

Tuesday, October 14, 2025

II. ROLL CALL

Trustees:

<i>Lisa Camacho, Student Alumni Representative</i>	<u>PRESENT</u>
<i>Edward DeFazio, Secretary/Treasurer</i>	<u>PRESENT</u>
<i>Joseph Doria</i>	<u>ABSENT</u>
<i>Frank Gargiulo</i>	<u>PRESENT</u>
<i>Stacy Gemma</i>	<u>PRESENT</u>
<i>Roberta Kenny</i>	<u>PRESENT</u>
<i>Vincent Lombardo</i>	<u>PRESENT</u>
<i>Jeanette Peña, Chair</i>	<u>PRESENT</u>
<i>Christopher Reber, President, Ex Officio</i>	<u>PRESENT</u>
<i>Silvia Rodriguez</i>	<u>ABSENT</u>
<i>Harold Stahl</i>	<u>PRESENT</u>
<i>Francis Teabout</i>	<u>PRESENT</u>

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 Star Ledger and NJ.com; filed with each office of the Hudson County Municipal Clerks; posted on the College Website and on 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

Tuesday, October 14, 2025

III. COMMENTS FROM THE PUBLIC

None

HUDSON COUNTY COMMUNITY COLLEGE

BOARD OF TRUSTEES MEETING

Tuesday, October 14, 2025

IV. CLOSED SESSION

None

HUDSON COUNTY COMMUNITY COLLEGE

BOARD OF TRUSTEES MEETING

Tuesday, October 14, 2025

V. REPORTS

1. *Student Government Association President's Report (R. Khajamohideen)*
2. *All College Council Chair's Report (B. Youssef)*
3. *President's Report (C. Reber)*

Early College Presentation

Dr. Christopher Conzen

HUDSON COUNTY COMMUNITY COLLEGE

BOARD OF TRUSTEES MEETING

Tuesday, October 14, 2025

VI. REGULAR MONTHLY REPORTS AND RECOMMENDATIONS

1. MINUTES OF PREVIOUS MEETING

The Minutes of the Regular Meeting of September 16, 2025 are herewith submitted to the Board of Trustees for approval. (Page 9)

Recommendation:

It is the recommendation of the President that the Board of Trustees accept the Minutes of the Regular Meeting of September 16, 2025.

RESOLUTION:

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

INTRODUCED BY: Edward DeFazio

SECONDED BY: Stacy Gemma

DATE: October 14, 2025

DeFazio, Edward	<u>AYE</u>
Doria, Joseph	<u>ABSENT</u>
Gargiulo, Frank	<u>AYE</u>
Gemma, Stacy	<u>AYE</u>
Kenny, Roberta	<u>AYE</u>
Lombardo, Vincent	<u>AYE</u>
Rodriguez, Silvia	<u>ABSENT</u>
Stahl, Harold	<u>AYE</u>
Teabout, Frances	<u>AYE</u>
Peña, Jeanette, Chair	<u>AYE</u>

8 Aye 0 Nay

*****RESOLUTION ADOPTED*****

Alexa Riano
Signature of Recorder

10/14/2025
Date

HUDSON COUNTY COMMUNITY COLLEGE

Regular Meeting – Board of Trustees
Tuesday, September 16, 2025
5:00 P.M., In Person and Via Zoom

MINUTES

PRESENT: *Lisa Camacho (Alumni Representative); Edward DeFazio (Secretary/Treasurer); Frank Gargiulo; Stacy Gemma; Jeanette Peña (Chair); Christopher Reber; Frances Teabout; Silvia Rodriguez; and Harold Stahl.*

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

ABSENT: *Roberta Kenny; Joseph Doria; and Vincent Lombardo.*

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 President Rifaya Dubash Khajamohideen offered the following report.

Good evening, everyone. My name is Rifaya Dubash Khajamohideen, and I'm in my sophomore year at Hudson County Community College. I'm very honored to serve as the President of the Student Government Association (SGA) for the 2025-2026 academic year.

I'm excited to begin this new year alongside my fellow student leaders, and I want to thank you for the opportunity to represent the student body.

I'd like to introduce two of my executive board members who are here with me today: Aaron Garcia and Anu Bisht.

SGA Secretary and Director of Record Keeping Aaron Garcia offered remarks.

Hi, Board of Trustees. My name is Aaron Garcia. I'm the Secretary and Director of Record Keeping for SGA. I'm also a peer leader for the 2025-2026 academic year, and I run a club called the Student Programming Board (SPB). Thank you.

SGA Senator Anu Bisht offered remarks.

Hi, Trustees and everyone. My name is Anu. I'm an accounting major and a second-year student here. I'm a senator in the Student Government Association. I'm also the Secretary of Phi Theta Kappa (PTK) Honor Society and President of the Honors Student Council. The collaboration between SGA and PTK is allowing us to install water-based bidets in the accessible restrooms across our campuses. Thank you so much.

SGA President Rifaya Dubash Khajamohideen resumed remarks.

This fall semester has started with great momentum. In August, over 62 student leaders attended our HCCC Club and Organization Leadership Training Day, where we learned about event planning, teamwork, and the importance of leadership on campus. It was an inspiring way to start the year, and we're excited to put those lessons into action.

We're also looking forward to our upcoming Fall Involvement Fairs, which provide students an opportunity to connect with clubs and organizations. These events are taking place this week and next week on both campuses.

The American Chemical Society, advised by Professor Raffi Manjikan, attended the Bergen Community College STEM Symposium this summer. Students learned about STEM majors in higher education, explored transfer opportunities from two-year to four-year college STEM programs, and gained insights into enhancing success in STEM careers.

Our Society of Physics Students will attend the National Astronomy and Physics Conference from October 28 to November 1.

PTK is working on their College Project in collaboration with the SGA, which proposes installing bidets in accessible restrooms to promote inclusion and sustainability.

The Honors in Action Project will explore how stories are told, comparing traditional storytelling with social media across cultures.

Upcoming events from our clubs include a Know Your Rights workshop with pro bono lawyers, Multicultural Day, Conversation Cafés, semester kickoff events, and Hispanic Heritage Month programming. These programs reflect the diversity, creativity, and dedication of our students.

This year, the SGA is committed to amplifying student voices on campus, fostering inclusion, and building a strong sense of community across HCCC. We look forward to collaborating with faculty, staff, and administration to ensure our students have the best possible experience.

Thank you again for your time and support. We are proud to represent the student body today, and I look forward to sharing updates throughout the year.

2. All College Council Chair's Report

All College Council Chair Fernando Garcia offered the following report.

Good evening, everyone. It's an exciting new start to the academic year for the All College Council following the recent elections over the past couple of months. During the summer, we held a retreat to bring everyone together and transition from the old team to the new one. I'd like to begin by introducing the new executive team: Benedetto Youssef is our Vice Chair, and Registrar Irma Williams is our fantastic Secretary, she truly does it all.

We warmly welcome the new members and are excited to collaborate with the board, administration, and the new SGA. In August, the College held a service day, convocation, and our first official meeting of the new All College Council. We've established several key priorities for the term, including updates and changes to the Council Charter, which we're addressing through a newly formed task force.

We're also reorganizing our committees to ensure the Council operates as efficiently and effectively as possible, meeting the needs of both students and faculty. Our September meeting will be held in person at the North Hudson campus, and we're thrilled to begin engaging with the community there.

We have a broad agenda for this term, which I'll share in more detail at our next meeting. For now, I'm excited that we're here and ready to work with all constituents and stakeholders. Thank you.

3. President's Report

President Reber offered the following report.

Good evening, Trustees, HCCC family members, and friends.

Before I begin, I ask you to join me in a moment of silence for victims of war and violence in the Middle East, Eastern Europe, India and Pakistan, Africa, and other parts of the world.

Moment of Silence.

Thank you.

We condemn violence and hatred of all kinds, including racism, antisemitism, and Islamophobia.

We support one another in times of difficulty and are committed to a community that is respectful of – and safe for – everyone.

This evening, I join you virtually from the offices of the American Association of Community Colleges in Washington, DC, where Dr. Nicholas Chiaravalloti and I are attending an “Advocates in Action” convening and hearing from speakers, leaders of government, and our community college sector about the federal political landscape and nationwide advocacy for community colleges.

Rifaya, thank you for your report, and welcome to your new role as president of the Student Government Association! We look forward to your monthly reports and hearing about the always exciting activities of SGA this year!

And, Fernando, thank you also for your report. We look forward to hearing from you at each board meeting about the important work of the All College Council.

Trustees and others, I am especially sorry not to be with you at the college this evening to celebrate and thank former trustee Pamela Gardner. We thank Pamela for her years of service as a trustee and former board officer.

As we all know, Pam has made a transformative impact on the college’s growth, development, outcomes, and points of pride. Her appointment to the board expired recently, but we are grateful Pam continues to serve the college as chair of the HCCC African American Community Outreach Committee, and she plans to remain involved in the life of the college. Just last week, Pam participated in the spectacular multiple event kickoff celebration of our 50th anniversary, and she attended our fourth annual 9-11 Memorial Commemoration.

Pam has served as a trustee since 2017. During her time as trustee, Pam represented HCCC and all community colleges in the Northeastern United States as an elected member of the Association of Community College Trustees Committee on Diversity, Equity, and Inclusion. She also represented the Board of Trustees at regular meetings of the New Jersey Council of County Colleges, and she served with me on the NJCCC Federal and State Policy Committee in addition to so many other involvements in support of the college, our students, and the community.

For several years, Pam served the board as secretary/treasurer, followed by vice chair, and she chaired the Board Committee on Academic and Student Affairs in addition to serving on the Personnel Committee.

Members of the HCCC family, please join me in thanking Pamela Gardner for her exemplary leadership, guidance, advocacy, and support!

Pam, the trustees have a plaque for you that reads: “Pamela Gardner, Dedicated Trustee and Vice Chair, From Your Friends at Hudson County Community College. YOU MADE A DIFFERENCE! November 2017-June 2025”

In addition, the trustees have purchased a lifetime membership for you in the Association of Community College Trustees, enabling you to continue participating in all ACCT activities including the upcoming ACCT Leadership Congress that will be held next month in New Orleans, where the college will be presented two awards.

And, Pam, on this evening’s board agenda is a resolution naming you HCCC Trustee Emerita in recognition of all you have done and continue to do to support this college’s inspirational mission.

Chair Pena is presenting these to you, and I now turn this over to her for remarks, after which we will invite others who wish to speak, followed by your remarks, Pam.

Chair Peña offered remarks.

I want to talk about Pam, the person.

In light of everything happening in the world today, and the environment we're living in, I want to thank Pam. Thank you for being a friend, a trustee, and a colleague I've had the privilege of working with.

Pam and I didn't always see eye to eye, but the respect Pam showed me, and the respect I showed her in return, meant a great deal. Even when we disagreed, I valued what she had to say. And for that, I'm grateful. Thank you for the person you've always been here and I'm glad you're still around.

Shirley Fields and Patricia Jackson of Seniors on the Move offered remarks.

We came here to support our friend, Pamela Gardner. She's the best coordinator you could ever have, truly the best. Pam, thank you for being present for the community. Whenever we need help or service, Pam shows up. Thank you so much. We love you, and we'll continue working with you.

Reverend Dr. Dorothy Patterson of Wallace Temple AME Zion Church offered remarks.

It is because of Trustee Pamela Gardner that I'm part of the African American Outreach Committee here at Hudson County Community College. To me, she exemplifies commitment. She's creative, she's active, and she takes what she does seriously. She's not someone who works alone or seeks credit for herself. She brings people together so we can all work collectively. Because of her, Hudson feels like home to me. And I understand what that means; it's a unified body of people coming together to educate and uplift one another. You've done so much more than I can say here, Pam. The people in this room don't represent all the lives you've touched, whether in the community or among students. This room wouldn't be big enough to hold them all. You're not a selfish person, you collaborate with others, even when you don't agree, because you understand the cause is bigger than any one person. I'm grateful to call you a friend. God bless.

Lisa Harris of African American Outreach Committee and Delta Sigma Theta (ΔΣΘ) Sorority Inc. offered remarks.

Pamela Gardner has been my mentor since childhood. Then we became sisters as part of a sorority. Now she has introduced me to the African American Community Outreach Committee here at the college and we continue to work together. I'm standing in for our chapter president LaTonya White, who's on her way. I'm also a proud member of ΔΣΘ Sorority Incorporated, a public service sorority founded in 1913 at Howard University. LaTonya wanted me to wish you the very best on behalf of all 355 members of the North Jersey Alumnae Chapter of ΔΣΘ.

Reverend Dr. Bertha Reels of Higher Dimension World Ministry offered remarks.

Good evening, everyone. Pam is my secret weapon. Whether I'm going through tough times or celebrating good ones, she's always someone I can talk to. Sometimes, even pastors need someone to talk to, and Pam has been that person for me. Thank you, Pam. Thank you for being a friend, a sister, a mentor, and for holding onto my secrets. God bless you.

Dr. Yeurys Pujols offered remarks.

Good evening, Madam Chairwoman, trustees, students, faculty, staff, and friends.

Today, I want to add my voice to those recognizing Trustee Pamela Gardner as someone I'm proud to call a friend. I feel truly fortunate that, through my role at the college, I've had the honor of working closely with her in many different areas. I'll take a moment to list just a few, though some may overlap with what President Reber already mentioned.

Back in 2020, we saw a clear need to do more in recruiting Black and African American students. That's when the African American Community Outreach Committee was formed. Pamela Gardner and I have organized every agenda and officiated every meeting since then. It's been a pleasure working with her. This group has brought together faith and community leaders to support higher education and credential attainment for Black and African American students, and all students.

Over the years, Pamela and I, along with Chris Reber and other community members, have presented at four or more national conferences of the Association of Community College Trustees. We've spoken on

topics like college priorities; diversity, equity, and inclusion; professional development; and the role of trustees.

Pamela Gardner, Dr. Wakefield, Dr. Yearwood, and I also presented an encore of one of our sessions at the recent Social Justice Symposium. Pamela was also instrumental in launching our annual Juneteenth celebration. This year marked our fourth annual program, and every time we finish a successful event, we ask ourselves, "How do we go bigger? How do we do better?" And every year, we do, thanks to her.

Working with Pamela has also introduced me to some incredible people making a difference in our community. You've heard from some of them tonight: Lisa Harris; Brenda Beaufort; Reverend Dorothy Patterson; Reverend Bertha Reels, founder of Sarah's Daughter Domestic Violence Prevention Center; and Shirley Fields from Seniors on the Move. It's always a pleasure to see you all. I know I can't list everything Pamela has done for the college; there's just not enough time. But I want to say thank you. Your presence makes things better. You make a difference. Thank you.

Andrea Gardner, sister of the Trustee Emerita and of ΔΣΘ Sorority Inc., offered remarks.

I'd be remiss if I didn't say something about all that Pam has done for this college. When Pam is involved in something, it becomes a full-time commitment. You can end up volunteering without even realizing it, because if Pam knows you well, you're already recruited. She always has something meaningful she wants to do, and she brings people along with her. I thank the college for acknowledging all that she's done. But truly, you don't know the half of it. When Pam is involved, she's really involved. Whether it's the key program, a committee, or any initiative. She gives her all and always strives to make everything she touches the very best it can be. Pam is a gem. Thank you for everything you've done for the college – and for everything you continue to do. We love you.

Trustee Emerita Pamela Gardner offered remarks.

That was a lot, thank you.

You know, we always hear the phrase, "Give them their flowers while they can still smell them." Well, I can smell these flowers, and I thank you all so much. I'm grateful to everyone who came out to support me.

Over the years, I've brought many of you into the college for different events and initiatives, and you've always shown up. You love this college and all that we do, and I truly appreciate your support.

Thank you, Dr. Reber. Thank you to the Board of Trustees. I've truly enjoyed working with you.

Thank you, Jeanette, for your kind words. No, we didn't always agree, but we always respected one another because that's how we were raised, which is "do unto others as you would have them do unto you. Love one another. Strive to make things better. Leave the world better than you found it." That's what I've tried to do, and I hope I've succeeded.

And I'm not finished yet.

I'm humbled and honored to be named Trustee Emerita. I'm also grateful for the lifetime membership in the Association of Community College Trustees (ACCT). Through that organization, I've met so many wonderful trustees from across the country. We worked together and did some great things. Some trustees were appointed, like I was, and others were elected. But we all came together with a shared understanding of the importance of community colleges nationwide.

I'm thankful for everyone who sent me a text, called, or reached out in any way. Even our New Jersey Council of County Colleges president, Dr. Aaron Fichtner, sent me a kind email expressing his appreciation for my work.

I want to thank our former Chair, William Netchert, for his encouraging words, and our former Vice Chair, my friend and Omega brother, Bakari Lee. Bakari showed me how to be a good trustee. He led by example and encouraged me to get involved with ACCT, attend workshops, and learn about governance and leadership.

I also want to thank Dr. Phil Linfante, who believed I'd be a good fit for the Northeast Region Committee on Diversity, Equity, and Inclusion. I was elected twice, once in a contested race against a fine gentleman from Maryland, and once unopposed. I served for four wonderful years.

Thank you to everyone who's here tonight. You've already heard about the members of our African American Community Outreach Committee. They're pastors, community advocates, entrepreneurs, Urban League and NAACP members, and educators. I'm thankful to have my Trinity Lutheran Church family here, and members of the First Baptist Church of Lincoln Gardens. Seniors on the Move are always here, they're always moving and always supporting this college. And of course, my sisters from Delta Sigma Theta Sorority Incorporated, North Jersey Alumnae Chapter.

Thank you for all you've done. I've been a member for 54 years, and I've worked hard, but we don't do it for ourselves or for recognition. We do it for our communities. We've given scholarships, built sisterhood, and served in countless ways.

I've been blessed to be part of this board. It's been a wonderful experience. This college offers so many outstanding programs and opportunities to help our students move forward, and in doing so, it moves all of us forward. I'm proud to have played a small part in our college's mission.

I just want to leave you with this: It's always the right time to do the right thing. Many of you may know the poem that hung in Mother Teresa's home, titled 'Do It Anyway.' Part of it reads: "If you are kind, people may accuse you of selfish, ulterior motives. Be kind anyway. If you are honest and sincere, people may deceive you. Be honest and sincere anyway. What you spend years creating, others may destroy overnight. Create anyway." My friends, keep doing phenomenal things for our students. Work each day to make this world a better place. Education is the answer. May God bless all of you in your future endeavors. I appreciate each and every one of you. Thank you so very much.

Tamieka Philips, Vice President of the North Jersey Alumni Chapter, ΔΣΘ Sorority Inc., offered remarks.

On behalf of North Jersey Alumni Chapter, I am the first Vice President. Our president, LaTonya White, is on her way here. But I want to acknowledge her, and let you know that we support you, we congratulate you, and we love you, Pam.

Trustee Stahl offered remarks.

Pam and I served together for quite a few years now. And from a fellow trustee's point of view, I want to express my sincere thanks for everything you've done. You've helped advance the college in meaningful ways. Your hard work has put us on the map, not just locally, but across the country. That's something truly appreciated. We may have only had a few sit-downs, fireside chats over the years, but they were memorable. Pam, God bless you. Thank you for all you've done, for all you continue to do, and for making both the Board and the college shine, because they do, thanks to your dedication. Thank you.

LaTonya White, President of North Jersey Alumni Chapter of ΔΣΘ, arrived and offered remarks.

Congratulations, Pam! Thank you for always being a great role model as to what a woman and a servant needs to look like, and for being here for me. You've been here for me for the past few months for something very significant, and I want to be here for you, too. On behalf of all of Deltas, thank you.

President Reber offered closing remarks.

Thank you, everyone!

Trustees, before I conclude, I would be remiss if I didn't acknowledge last Tuesday's phenomenal kickoff events of the college's year-long celebration of the 50th anniversary of HCCC's first graduates!

More than 600 students, faculty, staff, alumni, trustees, Foundation directors, elected officials, partners, community members and friends participated in the events that began on the first floor of Gabert Library, continued in the Dineen Hull Gallery and on the sixth floor Library Veranda, permeated the Student Center, and later culminated in music, singing, dancing, and a champagne toast in the Culinary Plaza Park.

Highlights included the presentation of Heart of Hudson Awards to President Emeritus Dr. Glen Gabert, Trustee Chair Emeritus Bill Netchert, and Former Hudson County Executive Tom DeGise.

We thank Trustee Silvia Rodriguez for sharing meaningful reflections as the third student ever to register at HCCC when doors were opened in 1974, and her coming full circle as a current member of the Board of Trustees.

And we thank Trustee Chair Jeanette Pena for offering remarks about her personal journey and her experiences at HCCC over many years, beginning as an adjunct faculty member and continuing through years of service as a trustee and now as chair of the Board of Trustees. Jeanette also filled a time capsule that contains pictures and documents to be opened by future members of the HCCC family 50 years from now.

Perhaps the greatest moment of pride was when our inspirational students, Neivi Nunez and Anu Bisht, spoke eloquently about what Hudson County Community College means to them, and how the college is changing their lives.

Our anniversary theme – Fifty and Forward! – will continue to appear and be celebrated in activities throughout the year, including our December Foundation Holiday Gala, and a formal celebration of the opening of the Center for Student Success and the debut of our new athletics program in fall 2026.

We thank Vice President for Advancement and Communications Nicole Johnson, Assistant Dean of Student Life and Leadership Veronica Gerisimo, Assistant Vice President for Communications Jennifer Christopher, the more than 40 members of the HCCC Anniversary Planning Committee that have been meeting and creating this and more upcoming events for the past year, more than 70 volunteers who facilitated all of the celebration activities last Tuesday, and additional members of the HCCC family and beyond. It Takes a Village, and Hudson is Home! Trustees, this concludes my report.

Chair Peña offered remarks.

Everyone, that was beautiful. Thank you. Great energy and such a high note!

VI. REGULAR MONTHLY REPORTS AND RECOMMENDATIONS:

1. *The Minutes of the Regular Meeting of August 12, 2025 were approved.*

Introduced by: Jeanette Peña

Seconded by: Edward DeFazio

7 Ayes.....0 Nays

Resolution Adopted

VII. FISCAL, ADMINISTRATIVE, LEASE, AND CAPITAL RECOMMENDATIONS 1-15:

1. Resolution Authorizing Installation of Ethernet and Low-Voltage Cabling to be funded through Chapter 12 at a cost not to exceed \$1,563,166 was approved.
2. Resolution Authorizing Renewal of Virtual CISO Services at a cost not to exceed \$341,916 was approved.
3. Resolution Authorizing Renewal of Smartsheet Licenses to be funded from the operating budget at a cost not to exceed \$185,893 was approved.
4. Resolution Rejecting Proposal for Video Management System Services for Center for Online Learning was approved.
5. Resolution Authorizing Award of Video Management System for Center for Online Learning at a cost not to exceed \$82,183 was approved.
6. Resolution Authorizing Renewal of Bookkeeping Services for the HCCC Foundation to be funded from the operating budget at a cost not to exceed \$76,800 was approved.

7. Resolution Authorizing Renewal of Title V Evaluator to be funded by the Golden Door/La Puerta Dorada Grant at a cost not to exceed \$50,625 was tabled.

Introduced by: Jeanette Peña
Seconded by: Stacy Gemma

7 Ayes.....0 Nays

Resolutions Adopted

8. Resolution Authorizing Purchase of Specialty Food Products for Culinary Conference Center from Baldor Specialty Foods, Inc. to be funded from the operating budget at a cost not to exceed \$80,000 was approved.
9. Resolution Authorizing Purchase of Specialty Food Products for Culinary Conference Center from Driscoll Foods to be funded from the operating budget at a cost not to exceed \$60,000 was approved.
10. Resolution Authorizing Purchase of Seafood Products for Culinary Conference Center to be funded from the operating budget at a cost not to exceed \$50,000 was approved.
11. Resolution Authorizing Purchase of Dairy Products for Culinary Conference Center to be funded from the operating budget at a cost not to exceed \$80,000 was approved.
12. Resolution Authorizing Purchase of Meat Products for Culinary Conference Center to be funded from the operating budget at a cost not to exceed \$60,000 was approved.
13. Resolution Authorizing Renewal of Subscription Services for Gabert Library to be funded from the operating budget at a cost not to exceed \$112,861 was approved.
14. Resolution Amending Resolution #2 from June 10, 2025 Board of Trustees Meeting to be funded from the operating budget at a cost not to exceed \$257,676 annually, representing an increase of \$51,156, was approved.
15. Resolution Authorizing Hudson County Community College to submit a Grant application to the Secretary of Higher Education for grant funding under the summer 2025 cycle of the Higher Education Capital Facilities program for the purpose of providing funding for one or more projects of the institution and authorizing all other necessary actions required in connection therewith was approved.

Introduced by: Harold Stahl
Seconded by: Frank Gargiulo

7 Ayes.....0 Nays

Resolutions Adopted

VIII. PERSONNEL RECOMMENDATIONS 1-9:

1. RESIGNATIONS

First Name	Last Name	Title	Salary Grade	Effective Date
Heather	Evans	Academic Advisor	109	August 22, 2025
Lillian	O'Hara	Program Coordinator, Continuing Education	112	August 23, 2025
Heather	Uccello	Instructor, OB/PEDS, Evening/Weekend (Tenure-track)	INSTRUCTOR	August 18, 2025

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
Keann	Braveboy	Assistant Director, Nursing	Ungraded	September 10, 2025	\$ 90,000.00
Stephanie	Robinson	Academic Advisor, Educational Opportunity Fund (EOF)	109	August 25, 2025	\$ 59,424.00

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
Luisa	Carranza	ESL Student Success Specialist (Grant-funded)	109	October 1, 2025	September 30, 2026	\$ 50,183.00
Mark	McCarthy	Coordinator, Academic Support Services Center	109	September 10, 2025	January 16, 2026	\$ 49,520.03
Megha	Sanghavi	Human Resources Administrator	106	September 2, 2025	November 2, 2025	\$ 43,680.00

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
Arthur	Ujzdowski	Instructor, Bilingual ESL, Non-Tenure-track (Grant-funded)	INSTRUCTOR	August 16, 2025	\$ 60,494.00
Saliha	Yagoubi	Instructor, ESL, Tenure-track	INSTRUCTOR	August 16, 2025	\$ 70,982.00

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
Tazio	Ruffilo	Instructor, Speech, Non-Tenure-track	INSTRUCTOR	August 16, 2025	December 31, 2025	\$ 60,494.00
Gary	Sasala	Instructor, ESL (Non-Tenure-track)	INSTRUCTOR	August 16, 2025	December 31, 2025	\$ 60,494.00

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 SEPTEMBER 2026,
AS NEEDED**

First name	Last name	Office	Title	Position ID	Supervisor
Jennifer	Cruz-Marulanda	Academic Affairs	Office Assistant	OFFAST-252010	Pamela Bandyopadhyay
Urimala	Chawaria	Academic Affairs	Office Assistant	OFFAST-255017	Paula Roberson
Isra	Ibrahim	ADJ Academic Support Services	Tutor	TUTOR-252010	Kenny Fabara
Arianna	Rodriguez	ADJ Academic Support Services	Tutor	TUTOR-252010	Kenny Fabara
Ruth	Abadie Alana	Advisement	Academic Advisor	ADVISOR-200510	Belinda Austin
Sharon	Flowers	Advisement	Academic Advisor	ADVISOR-200510	Marna Mozeff
Neivi	Nunez	Advisement	Office Assistant	ADVISOR-200510	Belinda Austin
Jessica	Dang	Business, Culinary Arts, and Hospitality Management	Receiving Clerk	RECLERK-101030	Ara Karakashian
Andrea	Dominguez	College Libraries	Library Associate	PTLRASO-150510	Saudia Reid
Giuliano	Rinaldi	College Libraries	Library Associate	PTLRASO-150510	Saudia Reid
Cynthia	Carrero	Continuing Education and Workforce Development	PT Healthcare Instructor	HCINST-103005	Samaya Yashayeva
Aya	Daoud	Continuing Education and Workforce Development	PT Instructor	PTINST-103005	Anita Belle
Cherise	Dawson	Continuing Education and Workforce Development	PT Instructor	PTINST-103005	Anita Belle
Denise	Dubron	Continuing Education and Workforce Development	PT Instructor	PTINST-103005	Anita Belle
Carlos	Fernandez-Chinchilla	Continuing Education and Workforce Development	Academic Coach	ACDCCH-603091	Maritza Reyes

Isak	Gomez	Continuing Education and Workforce Development	PT Instructor	PTINST-103005	Anita Belle
Joseph	Guerrero	Continuing Education and Workforce Development	PT Instructor	PTINST-103005	Jaime Pardo
Luciana	Lew	Continuing Education and Workforce Development	PT Instructor	PTINST-103005	Jaime Pardo
Reda	Mastouri	Continuing Education and Workforce Development	PT Instructor	PTINST-102010	Chastity Farrell
Robert	Maurer	Continuing Education and Workforce Development	Coordinator, Continuing Education	PTCORD-102010	Chastity Farrell
Catherina	Mirasol	Continuing Education and Workforce Development	Interim Director CEWD	INTERIM-103005	Lori Margolin
Adrianne	Payne	Continuing Education and Workforce Development	Academic Coach	ACDCCH-603091	Maritza Reyes
Kieyeitha	Ward	Continuing Education and Workforce Development	PT Healthcare Instructor	HCINST-103005	Samaya Yashayeva
Sara	Wolfe	Continuing Education and Workforce Development	PT Instructor	PTINST-102010	Chastity Farrell
Steven	Wright	Continuing Education and Workforce Development	PT Instructor	PTINST-102010	Chastity Farrell
Frank	Reyes	Customer Service Center	Customer Service Assistant	CSASST-253035	Frederick Medina
Daimar	Younger	Customer Service Center	Customer Service Assistant	CSASST-253035	Frederick Medina
Veronica	Martinez	Financial Aid	Office Assistant	OFFAST-200520	Sylvia Mendoza
Kurolos	Basta	Information Technology Services	Instructional Lab Assistant	ISTLAB-253025	Diana Perez
Dipali	Patel	Information Technology Services	Instructional Lab Assistant	ISTLAB-253025	Diana Perez
Aditi	Patel	Information Technology Services	Instructional Lab Assistant	ISTLAB-253025	Diana Perez

Ohm	Patel	Information Technology Services	PC Technician	ISTLAB-253025	Diana Perez
Shivam	Chauhan	Information Technology Services	Data Network Administrator	DNAD-253025	Hardik Sanghavi
Bhaumit	Viradiya	Information Technology Services	Instructional Lab Assistant	ISTLAB-253025	Diana Perez
Cecil	Pacheco	Institutional Engagement and Excellence	Reader/Notetaker	READER-150525	Karine Davis
Bryan	Sierra Nunez	Institutional Engagement and Excellence	Reader/Notetaker	READER-150525	Karine Davis
Mayte C.	Molina	North Hudson Campus	NHC Office Assistant	OFFNHC-252030	Jason Jai Figueroa
Luis S.	Reyes Alberto	North Hudson Campus	NHC Office Assistant	OFFNHC-252030	Jason Jai Figueroa
Rebecca C.	Hayles-Rivers	Nursing and Health Professions	Skills Lab Tutor	PTSLT-101017	Lori M. Byrd

RECOMMENDATION:

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

7. APPOINTMENT OF NEW HIRE ADJUNCT INSTRUCTORS

First Name	Last Name	School/Office
Erin Gruodis	Gimbel	Humanities and Social Sciences
Bitengo	Kiage	Humanities and Social Sciences
Anna	Lytkina	Humanities and Social Sciences
Alexander	Perelson	Humanities and Social Sciences
Amy	Ritter	Humanities and Social Sciences
Lana	Saratchilova	Humanities and Social Sciences
William H.	Shin	Humanities and Social Sciences
Ana	Traversa	Humanities and Social Sciences
Claudia	Amaya	Humanities and Social Sciences
Mario	Beneitez	Humanities and Social Sciences
Guershon	Cherilien	Humanities and Social Sciences
Justin	Goodlow	Humanities and Social Sciences
Raisa	Kasturi	Humanities and Social Sciences
Elwira	Korycka	Humanities and Social Sciences
Nusrat J.	Momo	Humanities and Social Sciences
Maryam	Syed	Humanities and Social Sciences
Felipe M.	Vazquez	Humanities and Social Sciences
Aneta	Wasilewska	Humanities and Social Sciences
Tousha	Bailey	Nursing and Health Professions
Sajid	Chaudhry	Nursing and Health Professions

Ivelisse	Holder	Nursing and Health Professions
Miriam	Masias	Nursing and Health Professions
Carlos	Rosado	Nursing and Health Professions
Heather	Uccello	Nursing and Health Professions
Huda	Yazgi	Nursing and Health Professions
Abubakr	Alfaouri	Science, Technology, Engineering, and Mathematics
Khalid	Benaissa	Science, Technology, Engineering, and Mathematics
Octavio Paez	Osuna	Science, Technology, Engineering, and Mathematics
Nabiha Hassan	Samra	Science, Technology, Engineering, and Mathematics
Rumana	Syed	Science, Technology, Engineering, and Mathematics
Pradeep	Ullikashi	Science, Technology, Engineering, and Mathematics

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. RESOLUTION TO AMEND CHILDREN ON CAMPUS POLICY

WHEREAS, the Board of Trustees ("Board") is committed to ensuring regular review and updates of the College's policies; and,

WHEREAS, the President, Administration, and Personnel Committee recommend the amendment of the Children on Campus Policy; and,

WHEREAS, the Board will delegate to the President the responsibility to develop procedures and guidelines for the implementation of the policy;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees approve the amendment of the Children on Campus Policy.

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.

9. RESOLUTION TO GRANT TRUSTEE EMERITA HONORIFIC TITLE

WHEREAS, the Board of Trustees ("Board") recognizes contributions of long-serving and distinguished trustees for their service in public education in Hudson County and their active membership and contributions on the Hudson County Community College Board of Trustees; and,

WHEREAS, the following individual served the College as Trustee and Board Officer with evidence of substantive contributions and distinguished service to the College for eight years:

Name	Proposed Title
Pamela Gardner	Trustee Emerita

WHEREAS, the President, Administration, and Personnel Committee recommend granting Trustee Emerita honorific title to the individual noted in this Resolution;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees grant Trustee Emerita honorific title to the individual above.

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.

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 1-9.**

1) Resignations; 2) Appointment of Full-time Staff; 3) Appointment of Temporary Full-time Staff; 4) Appointment of Full-time Faculty; 5) Appointment of Temporary Full-time Faculty; 6) Authorization of Part-time Staff, as Needed; 7) Appointment of New Hire Adjunct Instructors; 8) Resolution to Amend Children on Campus Policy; and 9) Resolution to Grant Trustee Emerita Honorific Title.

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 1-9.**

Introduced by: Frances Teabout

Seconded by: Harold Stahl

7 Ayes.....0 Nays

Resolutions Adopted

IX. ACADEMIC AND STUDENT AFFAIRS RECOMMENDATIONS 1-3:

1. Resolution Authorizing Agreement Between Hudson County Community College (HCCC) and Hoboken University Medical Center for Utilization of HCCC's Simulation Lab was approved.
2. Resolution Authorizing Memorandum of Understanding (MOU) Between Hudson County Community College (HCCC) and the Hudson County Chamber of Commerce was approved.
3. Resolution Authorizing Academic Calendars for Fall 2026 and Winter/Spring 2027 Terms was approved.

Introduced by: Silvia Rodriguez

Seconded by: Frances Teabout

7 Ayes.....0 Nays

Resolutions Adopted

X. NEW BUSINESS - None

IV. CLOSED SESSION – None

XI. ADJOURNMENT at 5:45 p.m.

Introduced by: Stacy Gemma

Seconded by: Edward DeFazio

7 Ayes.....0 Nays

Resolution Adopted

HUDSON COUNTY COMMUNITY COLLEGE

BOARD OF TRUSTEES MEETING

Tuesday, October 14, 2025

VII. FISCAL, ADMINISTRATIVE, LEASE, AND CAPITAL RECOMMENDATIONS

1. Resolution Authorizing Purchase of Computers for the STEM Construction Management Lab

WHEREAS, Hudson County Community College ("College") needs to purchase eleven (11) computers for the STEM Construction Management Lab; and,

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

WHEREAS, Dell (NASPO Computer Equipment PA - New Jersey Contract # C000001128033) has quoted a price for computers at a cost not to exceed \$62,487; and,

WHEREAS, the cost of these 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 to Dell of Round Rock, Texas, to provide computers as described herein at a cost not to exceed \$62,487.

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 Purchase of Chromebooks

WHEREAS, Hudson County Community College ("College") needs to purchase one hundred forty-five (145) Chromebooks for use throughout the College; and,

WHEREAS, pursuant to N.J.S.A. 18A:64A:25.11a, the College may award a contract without public advertising for bids when the purchase is made through a purchasing cooperative established through the State of New Jersey; and,

WHEREAS, SHI International Corp. (part of Edge Market – TeCHS Full Catalog/Contract # 269EMCPS-21-001-EM-SHI) has quoted a price for the Chromebooks at a cost not to exceed \$44,749; and,

WHEREAS, the cost of these 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 to SHI International Corp. of Somerset, New Jersey, to provide the Chromebooks as described herein at a cost not to exceed \$44,749.

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

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

WHEREAS, Hudson County Community College ("College") needs to renew the College campus-wide Microsoft 365 Software License agreement; and,

WHEREAS, pursuant to N.J.S.A. 18A:64A-25.11a(b), 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 \$166,397, which represents 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 365 Software License as described herein at a cost not to exceed \$166,397.

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

4. Resolution Authorizing Renewal of ITV Technical Support

WHEREAS, Hudson County Community College ("College") needs technical support coverage for sixty-four (64) ITV video immersive classrooms that are critical to high-quality remote instruction in order to supplement in-house resources to assure no interruption to student learning when problems arise in these classrooms; and,

WHEREAS, pursuant to N.J.S.A. 18A:64A-25.11a, the service is exempt from public bidding as the purchase is being made through an approved cooperative; and,

WHEREAS, Aspire Technology Partners (part of OMNIA Partners, Public Sector Cooperative/Contract #01-97) has submitted a proposal for technical support at a cost not to exceed \$65,376, which represents 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 purchase;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Hudson County Community College award a contract to Aspire Technology Partners of Eatontown, New Jersey, to provide ITV technical support services as described herein at a cost for the two-year period not to exceed \$65,376.

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 Helpdesk ChatBot Platform for the Office of Information Technology Services

WHEREAS, Hudson County Community College ("College") seeks to renew its helpdesk ChatBot platform for the Offices of Admissions, Financial Aid, and Student Services; and,

WHEREAS, pursuant to N.J.S.A. 18A:64A-25.11a(b), 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 services at a total cost of \$52,460, which represents a 6% increase from the prior year; and,

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

WHEREAS, the cost of this service 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 a helpdesk ChatBot Platform for the Office of Information Technology Services as described herein for a one (1) year term at a cost not to exceed \$52,460.

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 Photography Services for the Office of Communications

WHEREAS, Hudson County Community College ("College") needs to renew Photography Services ("Services") for the Office of Communications; and,

WHEREAS, pursuant to N.J.S.A. 18A:64A-25.5 (a) (1), professional services 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>
Jersey Pictures, Inc.	Hackettstown, NJ	\$350 per hour

WHEREAS, the College has determined that the proposal submitted by Jersey Pictures, Inc. ("JP") 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 these services 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 purchase;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Hudson County Community College award a contract for photography services to Jersey Pictures, Inc. of Hackettstown, New Jersey as described herein for a one (1) year term at a cost not to exceed \$350 per hour.

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 Sign and Spoken Interpretation Services

WHEREAS, Hudson County Community College ("College") requires the services of a vendor to provide on-site and remote sign and spoken interpretation services ("Services") for the College's Office of Accessibility Services; and,

WHEREAS, pursuant to N.J.S.A. 18A:64A-25.5 (a) (1), professional services 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 two (2) years; and,

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

<u>Vendor</u>	<u>Location</u>	<u>Cost</u>
Dynamic Language	Seattle, WA	Non-Responsive
Natural Languages	Jersey City, NJ	\$105-175 per hour
SignGlasses	Salt Lake City, UT	Non-Responsive

WHEREAS, the College needs to reject the proposal submitted by Dynamic Languages ("DL") and SignGlasses ("SG") since the submissions failed to comply with the requirements of the RFP; and,

WHEREAS, the College has determined that the proposal submitted by Natural Languages ("NL") is responsive to the RFP and is in the best interests of the College, price and other factors considered; and,

WHEREAS, the term for the Services is two (2) years; 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 on-site and remote sign and spoken interpretation services to Natural Languages of Jersey City, New Jersey as described herein at an hourly cost not to exceed \$175 per hour.

8. Resolution Authorizing Renewal of Contract for Food Equipment Repair Services

WHEREAS, Hudson County Community College ("College") needs to renew its agreement for the services of a vendor to repair various food service equipment in order to prevent the spoilage of large quantities of food ("Services"); and,

WHEREAS, pursuant to N.J.S.A. 18A:64A-25.11a, the service is exempt from public bidding as the purchase is being made through an approved cooperative; and,

WHEREAS, Jay-Hill Repairs (ESCNJ Contract # 22/23-28), the current vendor providing the services, submitted a proposal to provide the Services at an estimated annual cost of \$95,000, which represents no change from the prior year; and,

WHEREAS, the term of this contract 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 Jay-Hill Repairs of Fairfield, New Jersey for food service equipment repairs as described herein at an estimated annual cost of \$95,000.

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 Lab Fees for the Clinical Experiences in Radiography Program

WHEREAS, Hudson County Community College ("College") offers a Radiography Program ("Program") through its School of Nursing and Health Professions; and,

WHEREAS, the Program includes a clinical experience component; and,

WHEREAS, the Program requires additional sites at which its students can fulfill the requisite clinical experiences; and,

WHEREAS, Richmond University Medical Center ("RUMA") has the capacity to meet the needs of the Program for additional sites; and,

WHEREAS, RUMA requires the College to pay lab fees which include an implementation fee of \$3.50 per student hour for a student's clinical rotation of 6.5-7 hours, and \$1.50 an hour for administrative costs associated with scheduling, tracking, documenting, and processing clinical competency evaluations of 6.5-7 hours a day; and,

WHEREAS, the expected total cost of the program fees will be \$47,925; and,

WHEREAS, the length of this program is two (2) years; and,

WHEREAS, the cost of these services will be funded from the proposed lab fees;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Hudson County Community College hereby approve the agreement with RUMA for the clinical experiences in radiography program, including the lab fees associated therewith.

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 Rejecting Award for Renewal of Title V Evaluator to be Funded by the Golden Door/La Puerta Dorada Grant

WHEREAS, on September 16, 2025, Hudson County Community College ("College") held a public bid opening for the services of an external evaluator for the final two years of the Title V Golden Door/La Puerta Dorada Project ("Services"); and,

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

WHEREAS, notwithstanding the bid exception, the College publicly advertised a Request for Proposal ("RFP") for the services; and,

WHEREAS, the College received three (3) proposals in response to the RFP:

<u>Vendor</u>	<u>Location</u>	<u>Cost</u>
Measurement Incorporated	Albany, NY	\$50,625
Philliber Research & Evaluation	Accord, NY	\$32,879
Steps To Achieve	North Huntingdon, PA	\$154,800

WHEREAS, the Services will be grant funded; and,

WHEREAS, grant funding has yet to be confirmed; and,

WHEREAS, all proposals must be rejected since funding cannot be confirmed; and,

WHEREAS, the Administration recommends the rejection of all proposals since funding is not yet available for the Services and further recommends re-procurement of the Services once the grant funding is confirmed;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Hudson County Community College hereby reject all proposals received for the Services and authorize the re-procurement of the Services once grant funding has been obtained.

BE IT FURTHER RESOLVED that the Board of Trustees authorize the 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 Finance Committee as outlined above in **Item VII., Fiscal, Administrative, Lease and Capital Recommendations 1-10.**

1) Resolution Authorizing Purchase of Computers for the STEM Construction Management Lab; 2) Resolution Authorizing Purchase of Chromebooks; 3) Resolution Authorizing Renewal of College Campus-Wide Software License Agreement; 4) Resolution Authorizing Renewal of ITV Technical Support; 5) Resolution Authorizing Renewal of Helpdesk ChatBot Platform for the Office of Information Technology Services; 6) Resolution Authorizing Renewal of Photography Services for the Office of Communications; 7) Resolution Authorizing Renewal of Sign and Spoken Interpretation Services; 8) Resolution Authorizing Renewal of Contract for Food Equipment Repair Services.; 9) Resolution Approving Lab Fees for the Clinical Experiences in Radiography Program; and 10) Resolution Rejecting Award for Renewal of Title V Evaluator to be Funded by the Golden Door/La Puerta Dorada Grant.

INTRODUCED BY:

Vincent Lombardo

SECONDED BY:

Frank Gargiulo

DATE:

October 14, 2025

DeFazio, Edward

AYE

Doria, Joseph

ABSENT

Gargiulo, Frank

AYE

Gemma, Stacy

AYE

Kenny, Roberta

AYE

Lombardo, Vincent

AYE

Rodriguez, Silvia

ABSENT

Stahl, Harold

AYE

Teabout, Frances

AYE

Peña, Jeanette, Chair

AYE

8 Aye

0 Nay

*****RESOLUTION ADOPTED*****

Alexa Riano
Signature of Recorder

10/14/2025
Date

HUDSON COUNTY COMMUNITY COLLEGE

BOARD OF TRUSTEES MEETING

Tuesday, October 14, 2025

VIII. PERSONNEL RECOMMENDATIONS

1. RETIREMENT

First Name	Last Name	Title	Salary Grade	Effective Date
Jani Decena	White	Assistant Professor, English	ASSISTANT	September 1, 2025

RECOMMENDATION:

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

2. RESIGNATION

First Name	Last Name	Title	Salary Grade	Effective Date
Keann	Braveboy	Assistant Director, Nursing	Ungraded	September 29, 2025
Leslie	Lang	Director, Student Accounts	117	September 20, 2025

RECOMMENDATION:

The President, Administration, and Personnel Committee recommend that the Board of Trustees approve the Resignations above as Personnel Recommendation Item No. 2.

3. APPOINTMENT OF FULL-TIME STAFF

First Name	Last Name	Title	Salary Grade	Effective Date	Annual Salary
Cristhian	Altamirano	Associate Director, Early College Program	115	October 20, 2025	\$ 71,202
Brianna	Foster	Academic Counselor, Hudson Scholars	113	October 27, 2025	\$ 65,175
Arlene	Ganess	Senior Assistant Director, Student Engagement and Experience	114	October 20, 2025	\$ 73,000
Yessenia	Lopez	Academic Counselor, Hudson Scholars	113	October 27, 2025	\$ 60,442
Kamelyn	Santos	Administrative Support Specialist, Advisement	105	October 16, 2025	\$ 44,338

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. 3.

4. APPOINTMENT OF TEMPORARY FULL-TIME STAFF

First Name	Last Name	Title	Salary Grade	Effective Date	Anticipated End Date	Annual Salary
Maryam	Arkkou	Financial Aid Assistant	105	November 16, 2025	May 15, 2026	\$ 41,058
Sean	Kerwick	Associate Director, Center for Workforce Innovation, Supply Chain Management (Grant-funded)	115	October 4, 2025	December 31, 2025	\$ 82,974

Michelle	Paradies	Grant Project Director, Golden Door/La Puerta Dorada (Grant-funded)	117	October 1, 2025	September 30, 2026	\$ 85,078
Megha	Sanghavi	Human Resources Administrator	106	November 3, 2025	January 15, 2026	\$ 43,680

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. 4.*

5. APPOINTMENT OF FULL-TIME FACULTY

First Name	Last Name	Title	Salary Grade	Effective Date	Annual Salary
Sonia	Anastasi	Instructor, Radiography (Tenure-track)	INSTRUCTOR	October 20, 2025	\$ 75,000

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. 5.*

6. APPOINTMENT OF TEMPORARY FULL-TIME FACULTY

First Name	Last Name	Title	Salary Grade	Effective Date	Anticipated End Date	Annual Salary
Sarah Lee	Chichester	Instructor, English (Non-Tenure-track)	INSTRUCTOR	August 28, 2025	December 31, 2025	\$ 60,494
Donnell	Griffith	Instructor, English (Non-Tenure-track)	INSTRUCTOR	August 28, 2025	December 31, 2025	\$ 60,494

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. 6.*

7. AUTHORIZATION OF PART-TIME STAFF THROUGH OCTOBER 2026, AS NEEDED

First name	Last name	Office	Title	Position ID	Supervisor
Sarah	Nesheiwat	Accessibility Services	Notetaker/Reader	READER- 150525	Karine Davis
Gabriele	Rosado	Accessibility Services	Notetaker/Reader	READER- 150525	Karine Davis
Marwa	Abdelaziz	ADJ Academic Support Services Center	Tutor	TUTOR-252010	Kenny Fabara
Faiza	Boudib	ADJ Academic Support Services Center	Tutor	TUTOR-252010	Kenny Fabara
Connor	Dolan	ADJ Academic Support Services Center	Tutor	TUTOR-252010	Kenny Fabara
Abderraham Yakhoub	Madina	ADJ Academic Support Services Center	Tutor	TUTOR-252010	Kenny Fabara
Hector	Mota	ADJ Academic Support Services Center	Tutor	TUTOR-252010	Kenny Fabara

Sebastian	Oberholtzer	ADJ Academic Support Services Center	Tutor	TUTOR-252010	Kenny Fabara
Saeede	Shojaee	ADJ Academic Support Services Center	CTE Academic Couch	CTE Academic Couch-601021	Kenny Fabara
Fred	Taffy	ADJ Academic Support Services Center	Tutor	TUTOR-252010	Kenny Fabara
Atim Annette	Oton	Advancement	Alumni Relations Coordinator	PTALRC-255010	Nicole Johnson
Lisa	Fernandez	Advisement	Office Assistant	ADVISOR-200510	Belinda Austin
Andrei	Dimaculangan	College Libraries	Library Social Media Specialist	Library Social Media Specialist	John Hernandez
Sarah	Abdel Azem	Continuing Education and Workforce Development	PT Instructor	PTINST-102010	Chastity Farrell
Oscar	Alvarez	Continuing Education and Workforce Development	PT Instructor	PTINST-102010; PTINST-103005	Chastity Farrell; Anita Belle
Tatiana	Balladares	Continuing Education and Workforce Development	Customer Service Assistant	CSTAST-102010	Chastity Farrell
Adefolarin	Bolaji	Continuing Education and Workforce Development	PT Instructor	PTINST-103005; PTINST-606000	Anita Belle; Anita Belle
Jairo	Borja	Continuing Education and Workforce Development	PT Instructor	PTINST-103005	Jaime Pardo
Maria Carme	de Sagun	Continuing Education and Workforce Development	PT Instructor	PTINST-102010	Chastity Farrell
Mohamed	Elagib	Continuing Education and Workforce Development	PT Instructor	PTINST-102010	Chastity Farrell
Ozden	Ernalbant	Continuing Education and Workforce Development	PT Instructor	PTINST-102010	Chastity Farrell
Lilian	Francess	Continuing Education and Workforce Development	PT Instructor	PTINST-103005	Anita Belle
Tatiana	Garcia	Continuing Education and Workforce Development	PT Instructor	PTINST-103005	Anita Belle
Johnstone	Libutsi	Continuing Education and Workforce Development	PT Instructor	PTINST-103005	Anita Belle
Rolando	Lugo	Continuing Education and Workforce Development	PT Instructor	PTINST-103005	Anita Belle

Joaquin	Melara	Continuing Education and Workforce Development	PT Instructor	PTINST-103005	Dan Brookes
Maria	Nunez	Continuing Education and Workforce Development	PT Instructor	PTINST-103005	Jaime Pardo
Francisco	Parra	Continuing Education and Workforce Development	PT Instructor	PTINST-103005	Jaime Pardo
Samantha	Piedrahita	Continuing Education and Workforce Development	PT Instructor	PTINST-102010	Chastity Farrell
Laverne	Ploom	Continuing Education and Workforce Development	PT Healthcare Instructor	HCINST-103005; PTINST-102010	Samaya Yashayeva; Chastity Farrell
Eileen	Ressler	Continuing Education and Workforce Development	PT Instructor	PTINST-102010	Chastity Farrell
Mohamed	Sarrouti	Continuing Education and Workforce Development	PT Instructor	PTINST-102010	Chastity Farrell
Vineet	Tamhane	Continuing Education and Workforce Development	PT Instructor	PTINST-102010	Chastity Farrell
Erin	Taylor	Continuing Education and Workforce Development	PT Instructor	PTINST-103005	Jaime Pardo
Calogero	Torretta	Continuing Education and Workforce Development	PT Instructor	PTINST-103005	Jaime Pardo
Jacqueline	Garcia	Early College	Advisor	PTADVS-150540	Christopher Conzen
Rifaya	Khajamohideen	Enrollment Services	Enrollment Support Assistant	ENS-200525	Wajia Zahur
Malaya	Allen	Financial Aid	Office Assistant	OFFAST-200520	Sylvia Mendoza
Doaa	Hussien	Financial Aid	Office Assistant	OFFAST-200520	Sylvia Mendoza
Ashook	Persaud	Hudson Helps Resources Center	Front Desk Administrative Assistant	Front Desk Administrative Assistant-603005	Katherine Morales/ Ariana Calle
Esther	Gil	Humanities and Social Sciences	Office Assistant	OFFAST-101021	Betzabe Reyes
Elaine	Gonzalez	Information Technology Services	Instructional Lab Assistant	ISTLAB-253025	Diana Perez
Ivan	Carnice	Mental Health Counseling and Wellness	Mental Health Counselor	PTMHCW-252033	Doreen Pontius

Mairim	Lezama	Mental Health Counseling and Wellness	Front Desk Administrative Assistant	Front Desk Administrative Assistant-252003	Doreen Pontius
Kenia	Sandoval	North Hudson Campus	Office Assistant, NHC	OFFNHC-252030	Jason Jai Figueroa
Ysabelle	Flojo	Student Life and Leadership	Event Assistant	PTEVAST-701000	Angela Tuzzo
Jocelyn	Rodriguez	Student Life and Leadership	Event Assistant	PTEVAST-701000	Keischa Taylor

RECOMMENDATION: *The President, Administration, and Personnel Committee recommend that the Board of Trustees approve the Authorization of Part-time Staff, as needed, as Personnel Recommendation Item No. 7.*

8. APPOINTMENT OF NEW HIRE ADJUNCT INSTRUCTORS

First Name	Last Name	School/Office
Cathia	Degand Baptiste	Humanities and Social Sciences
George	Brobbey	Science, Technology, Engineering, and Mathematics
Gabriel	Drouet	Science, Technology, Engineering, and Mathematics
Khaled	Elmonairy	Science, Technology, Engineering, and Mathematics
Ahmed-Zaid	Ghania	Science, Technology, Engineering, and Mathematics
Hui	Guan	Science, Technology, Engineering, and Mathematics
Khaled	Keshk	Science, Technology, Engineering, and Mathematics
Paulos	Lemma	Science, Technology, Engineering, and Mathematics
Jose A.	Montalvo	Science, Technology, Engineering, and Mathematics

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. 8.*

9. MODIFICATIONS TO STAFFING TABLE

Current Approved Title	New Title/ Classification	Incumbent	Current Salary Grade	New Salary Grade	Current Salary	New Salary	Effective Date
Coordinator, Human Resources (Temporary Full-time)	Benefits and Leaves Specialist	Kandi Ceballos	109	110	\$ 49,906	\$ 54,000	November 1, 2025
Customer Service Manager, CEWD	Assistant Director, CEWD, Hudson Hub One Stop Student Services Center	Brianna Heim	112	113	\$ 59,172	\$ 64,173	October 16, 2025
Director, Faculty and Staff Development	Director, Employee Relations	Amaalah Ogburn	119	119	\$ 87,250	\$ 94,000	November 1, 2025
Recruiter, Enrollment Services	Assistant Director, Recruitment	Royal Ross	105	113	\$ 48,226	\$ 66,860	October 16, 2025

Assistant Director, Human Resources (Recruitment)	Associate Director, Talent Acquisition and Onboarding	Stephanie Sergeant	113	115	\$ 58,226	\$ 66,000	November 1, 2025
Associate Director, Enrollment Services	Director, Enrollment Services	Wajia Zahur	115	117	\$ 72,254	\$ 87,250	October 16, 2025
Part-time Office Assistant (2 Positions)	Executive Administrative Assistant, Human Resources	N/A	N/A	112	N/A	N/A	October 15, 2025
N/A	Director, Talent Management	N/A	N/A	119	N/A	N/A	October 15, 2025

RECOMMENDATION:

The President, Administration, and Personnel Committee recommend that the Board of Trustees approve the Staffing Table Modifications listed above as Personnel Recommendation Item No. 9.

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 1-9.**

1) Retirement; 2) Resignation; 3) Appointment of Full-time Staff; 4) Appointment of Temporary Full-time Staff; 5) Appointment of Full-time Faculty; 6) Appointment of Temporary Full-time Faculty; 7) Authorization of Part-time Staff, as Needed; 8) Appointment of New Hire Adjunct Instructors; and 9) Modifications to Staffing Table.

INTRODUCED BY:

Harold Stahl

SECONDED BY:

Frances Teabout

DATE:

October 14, 2025

DeFazio, Edward

AYE

Doria, Joseph

ABSENT

Gargiulo, Frank

AYE

Gemma, Stacy

AYE

Kenny, Roberta

AYE

Lombardo, Vincent

AYE

Rodriguez, Silvia

ABSENT

Stahl, Harold

AYE

Teabout, Frances

AYE

Peña, Jeanette, Chair

AYE

8 Aye

0 Nay

*****RESOLUTION ADOPTED*****

Alexa Riano
Signature of Recorder

10/14/2025
Date

HUDSON COUNTY COMMUNITY COLLEGE

BOARD OF TRUSTEES MEETING

Tuesday, October 14, 2025

IX. ACADEMIC AND STUDENT AFFAIRS

1. Resolution Authorizing Memorandum of Understanding (MOU) Between Hudson County Community College (HCCC) and Engage NJ for HCCC to Serve as an ENGAGECorps VISTA Project Partner Campus Site for 2025-26

WHEREAS, Hudson County Community College (“College”) provides its diverse communities with inclusive, high-quality educational programs and services that promote student success and upward social and economic mobility; and,

WHEREAS, EngageCorps VISTA Program (“Program”), which is an Engage NJ AmeriCorps VISTA Project, requires sites at which its clients can complete internships; and,

WHEREAS, the College’s School of Continuing Education and Workforce Development (“CEWD”) has the capacity to meet this need of the Program through the provision of an internship in which the student gains experience in capacity building within CEWD’s Healthcare Team; and,

WHEREAS, Hudson County Community College seeks to enter into a Memorandum of Understanding (“MOU”) with Engage NJ whereby clients enrolled in the Program will be able to complete internship experiences; and,

WHEREAS, this MOU will remain in effect 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 Engage NJ;

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 Engage NJ, effective upon the last signature.

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 Memorandum of Understanding (MOU) Among Hudson County Community College (HCCC), the Jersey City Office of Diversity and Inclusion, and Turner Construction Company

WHEREAS, Hudson County Community College (“College”), as one of the nation’s leading and most diverse urban community colleges, aspires to offer consistently best-practice, transformative educational and economic opportunities for its students and all residents of Hudson County; and,

WHEREAS, the Jersey City Office of Diversity and Inclusion and Turner Construction Company share this vision as they aspire to support small businesses in Hudson County; and,

WHEREAS, the College offers non-credit programs (“Programs”) through its School of Continuing Education and Workforce Development; and,

WHEREAS, the College seeks to enter into a Memorandum of Understanding (“MOU”) with the Jersey City Office of Diversity and Inclusion and Turner Construction, collectively the parties (“the parties”), whereby the parties will mutually support programs and resources for businesses in Hudson County that are small, disadvantaged, and/or veteran-owned as well as other locally owned certified businesses that are eligible to participate in the Turner School of Construction Management Program; and,

WHEREAS, this MOU will remain in effect for two (2) years 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 MOU among Hudson County Community College, the Jersey City Office of Diversity and Inclusion, and Turner Construction Company;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Hudson County Community College authorize the Memorandum of Understanding among Hudson County Community College, the Jersey City Office of Diversity and Inclusion, and Turner Construction Company, effective upon the last signature.

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 Amended Articulation Agreement Between Hudson County Community College (HCCC) and Stockton University for Academic Pathways in Cannabis Studies

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 and Stockton University, collectively the parties ("the parties"), entered into an agreement ("Agreement") dated January 2, 2022, through which the College and Stockton University provide seamless transfer pathways for students; and,

WHEREAS, the College offers an Associate of Science in Business Administration Option in Cannabis Studies degree program ("Program"); and,

WHEREAS, one goal of the Program is the successful transfer of its students to a four-year university to pursue a baccalaureate degree; and,

WHEREAS, Stockton University offers a Bachelor of Science in Hemp and Cannabis Management degree program; and,

WHEREAS, the College seeks to amend its Agreement with Stockton University whereby students who earn an Associate of Science in Business Administration Option in Cannabis Studies degree at the College will be able to transfer seamlessly into Stockton University's Bachelor of Science in Hemp and Cannabis Management degree program; and,

WHEREAS, this amended Agreement will remain in effect for the term listed in the Agreement dated January 2, 2022 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 the amended Agreement;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Hudson County Community College authorize the amended Agreement between Hudson County Community College and Stockton University, retroactive to September 15, 2025.

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 1-3:**

1) Resolution Authorizing Memorandum of Understanding (MOU) Between Hudson County Community College (HCCC) and Engage NJ for HCCC to Serve as an ENGAGECorps VISTA Project Partner Campus Site for 2025-26; 2) Resolution Authorizing Memorandum of Understanding (MOU) Among Hudson County Community College (HCCC), the Jersey City Office of Diversity and Inclusion, and Turner Construction Company; and, 3) Resolution Authorizing Amended Articulation Agreement Between Hudson County Community College (HCCC) and Stockton University for Academic Pathways in Cannabis Studies.

INTRODUCED BY:

Vincent Lombardo

SECONDED BY:

Harold Stahl

DATE:

October 14, 2025

DeFazio, Edward

AYE

Doria, Joseph

ABSENT

Gargiulo, Frank

AYE

Gemma, Stacy

AYE

Kenny, Roberta

AYE

Lombardo, Vincent

AYE

Rodriguez, Silvia

ABSENT

Stahl, Harold

AYE

Teabout, Frances

AYE

Peña, Jeanette, Chair

AYE

Abstain From Resolution # 3

*****RESOLUTION ADOPTED*****

Alexa Riano
Signature of Recorder

10/14/2025

Date

8 Aye 0 Nay

Supporting Documents

[Click Here for Supporting Documents](#)

HUDSON COUNTY COMMUNITY COLLEGE

BOARD OF TRUSTEES MEETING

Tuesday, October 14, 2025

X. NEW BUSINESS

None

HUDSON COUNTY COMMUNITY COLLEGE

BOARD OF TRUSTEES MEETING

Tuesday, October 14, 2025

XI. ADJOURNMENT

RESOLUTION:

NOW, THEREFORE, BE IT RESOLVED that the October 14, 2025 meeting of the Hudson County Community College Board of Trustees be adjourned at 5:43 P.M.

INTRODUCED BY: Jeanette Peña

SECONDED BY: Stacy Gemma

DATE: October 14, 2025

DeFazio, Edward	<u>AYE</u>
Doria, Joseph	<u>ABSENT</u>
Gargiulo, Frank	<u>AYE</u>
Gemma, Stacy	<u>AYE</u>
Kenny, Roberta	<u>AYE</u>
Lombardo, Vincent	<u>AYE</u>
Rodriguez, Silvia	<u>ABSENT</u>
Stahl, Harold	<u>AYE</u>
Teabout, Frances	<u>AYE</u>
Peña, Jeanette, Chair	<u>AYE</u>

8 Aye 0 Nay

*****RESOLUTION ADOPTED*****

Alexa Riano
Signature of Recorder

10/14/2025
Date



Memorandum of Understanding (MOU) between Hudson County Community College and Engage NJ as ENGAGECorps VISTA Project Partner Campus Site 2025 - 2026

Purpose

The purpose of this MOU is to identify the roles and responsibilities of each party as they relate to Engage NJ's VISTA Program and the supervision of AmeriCorps VISTA Members at all partnering service sites. In particular, this MOU is intended to establish and set guidelines for how the ENGAGECorps Program and its Members should function. This MOU is intended for all parties that will work with the Member during the 2025 - 2026 program year. The role of the AmeriCorps VISTA Members is to provide capacity-building support to a designated service site. Each member's activities must fit within the scope of the program's grant and member service description. Additionally, this MOU is also intended to provide support to ENGAGECorps members and service sites in meeting quarterly program goals.

The ENGAGECorps VISTA Partner Site will:

- Pay a \$5,000 membership fee and a \$12,000 program fee for a one-year full-time VISTA member. Payment is due September 25, 2025.
- Designate an on-site supervisor responsible for daily supervision and reporting requirements
- Secure office/desk space with office supplies for the VISTA
- Provide a phone, computer, voicemail, and individual email account as needed
- Provide access to photocopiers and printers as needed.

The VISTA Supervisor will:

- Follow best practices for ensuring a positive transition for the VISTA member, especially by advocating for the VISTA to make sure they meet the right people, make sure their work is being valued and recognized, and ensure their success
- Schedule regular weekly meetings throughout the year with the VISTA member to discuss and address issues/work toward goals
- Monitor and track progress toward VISTA's work plan goals
- Attend supervisor training as required
- Communicate via phone and email with Engage NJ staff regularly to ensure project flow
- Ensure and encourage VISTA's attendance at Engage NJ events and professional development opportunities
- Ensure all grant-related application and monitoring materials and procedures are completed
- Retain and submit 6-month and 12-month VISTA service term-related data through a survey system that will include:
 - a. Performance measure data (outputs and outcomes) as it relates to the VISTA member's service
 - b. Accomplishments of the VISTA member within the limitations of their work plan (VISTA Assignment Description (VAD)), as well as accomplishments beyond the VAD
- Act as a liaison to statewide project directors to provide updates on work done.



Engage NJ and Funder (CNCS) will:

- Ensure all grant-related application and monitoring materials and procedures are completed
- Oversee and share multiple recruitment strategies to maximize success with VISTA member recruitment.

PLEASE NOTE: If a member voluntarily ends their service or is terminated within the first 30 days from the first day of On-Site Orientation and Training (OSOT) in August, Engage NJ will look to replace the member immediately so they can remain on track with the cohort. After October, we will not be in a position to recruit a replacement VISTA

PLEASE ALSO NOTE: In the case of the VISTA no longer serving at the site during the first three months of service - whether due to resignation or termination - the \$12,000 partner fee is 50% refundable. Following three months of service, should the VISTA no longer serve at the site for any reason, the \$12,000 fee is nonrefundable

- Provide (OSOT) On-Site Orientation and Training, along with licensed and unlimited access to LinkedIn Learning courses and training
- Provide supervisor orientation in the lead-up to the project commencement
- Visit sites to assist partner projects in assessing progress towards work plan goals and performance measures
- Provide other technical assistance as needed to partner projects and VISTA members
- Lead subsequent years' recruitment and screening of future VISTA members
- Manage health coverage and payroll for VISTA members

IT IS MUTUALLY UNDERSTOOD AND AGREED BY AND BETWEEN THE PARTIES THAT:

Engage NJ Staff and Site Supervisors will work cohesively to provide VISTA Members with the tools and guidance to support the school community. Program staff and Site Supervisors must remain in constant communication regarding site and Member needs. Site Supervisors must attend Zoom meetings, trainings, and other impromptu Site Visit meetings as needed. The site Supervisor will also inform the Program staff of any site changes, challenges, and highlights within one week of their occurrence.

I understand, have read, and agree to the above:

ENGAGECorps VISTA Partner Host Supervisor

Date

August 25, 2025

Engage NJ Executive Director

Date

MEMORANDUM OF UNDERSTANDING

BETWEEN THE HUDSON COUNTY COMMUNITY COLLEGE, JERSEY CITY OFFICE OF DIVERSITY AND INCLUSION

AND

TURNER CONSTRUCTION COMPANY

1. PARTIES

This Memorandum of Understanding (MOU), entered into by the Hudson County Community College (“County College”), the Jersey City Office of Diversity and Inclusion (“the City”) and the Turner Construction Company (“Turner”) is based on a mutual interest to identify, foster, and promote opportunities for small business in Hudson County and support the mission and objectives of each other’s organizations.

The parties hereto agree to co-execute this MOU for the purpose of mutually supporting programs and resources for the Hudson County Community, in general, and specifically Small Business Enterprises (“SBEs”), Disadvantaged Business Enterprises (“DBEs”), Veteran-owned Business Enterprises (“VOBE”) and locally owned certified businesses who are eligible to participate in the Turner School of Construction Management Program co-sponsored by the County College and the City.

County College and the City shall provide the afore-mentioned business owners with access to resources and information to grow their businesses including workshops, training, and other resources.

Turner Construction Company is a North America –based international construction services company and is a leading builder in diverse and numerous market segments.

2. PURPOSE

This agreement is being established to provide increased exchange of information to the small business community within Hudson County and specifically the City of Jersey City. Through this collaboration, the parties will present the Turner School of Construction Management Program, a series of six to eight (6-8) free seminars on topics ranging from Safety, LEED/BIM/Sales & Marketing, Project Delivery Systems, Bonding/Insurance, Accounting for Contractors and other topics that the parties deem suitable for the participants (“training program”). The content of the training program is the responsibility of Turner Construction with additional information and resources provided by the County College and the City. The sessions are scheduled to take place on Tuesday evenings from 6 – 8 PM commencing on October 7th at the Hudson County Community College Culinary Conference Center located at 161 Newkirk Street, Jersey City with the discretion by the parties, to mutually agree to revise or reschedule sessions as needed.

1. RESPONSIBILITIES

a. County College and the City:

- i. Identify potential participants in the program from the list of contractors registered to do business with Jersey City and Hudson County.

ii. Distribute marketing and other promotional materials at its workshops, seminars, and other events which are held to promote the training program.

iii. E-blast a jointly prepared flyer to the vendors registered in the County and City's database

iv. Identify a potential meeting location at the College for the six-to-eight-week period; location should be equipped with audio and video capabilities for digital presentations. Any scheduled session at County College shall be consistent with County College's academic calendar and County College's policies regarding canceling or postponing classes. The County College on-site caterer will prepare food and beverages requested for the sessions.

v.

vi. Purchase and provide the meal for the Turner School graduation ceremony

b. Turner Construction Company:

i. Market and promote the program to its network within the County of Essex, Hudson County and Jersey City.

ii. Cover the catering costs for any snacks or meals during the six-to-eight-week period,

iii. Select the professionals who will present the workshops each week

iv. Include both the City and College as presenters in the program.

v. Prepare any necessary presentations, materials, and handouts

vi. Provide audio-visual equipment as needed

vii. Ensure that the meeting space is free of any litter and/or garbage

viii. Ensure that the meeting space is locked securely at the end of each session

IX. Turner would like to ensure that no public employee will be permitted to attend the classes or partake in a modest meal without a letter of authorization directed to Turner by a person in authority (not an attendee) that participating in the TSCM program and accepting a modest meal to be paid for by Turner will not violate any law or regulation.

4. COMMUNICATIONS

All notices, communications, and coordination shall be directed as follows:

Lori Margolin

Vice President of Strategic Initiatives, Continuing Education and Workforce Development

Hudson County Community College

LMargolin@hccc.edu

201-360-4242 (office)

Ashlee Sullivan

C&C Program Specialist – New Jersey Business Unit

Turner Construction Company

ashsullivan@tcco.com

Dexter L. Hendricks, LEED AP BD +C

Community and Citizenship Director

Turner Construction Company

dhendricks@tcco.com

5. FINANCIAL RESPONSIBILITIES

This is not a financial or funding obligation document. Each party will directly fund its own participation under this agreement.

6. TERMS OF AGREEMENT AND RIGHT OF TERMINATION

This agreement becomes effective on the date of the signatures of all parties. Any party may terminate the agreement, without liability at any time and for any reason.

7. SIGNATORY AUTHORITY FOR MODIFICATION

Any modification to this agreement will be executed in writing and signed by an authorized representative of each party.

This MOU will take effect at the time of execution and will remain in effect for two years.

The executors of this MOU further represent that they have the authority to enter into this MOU on behalf of their respective County or organization.

Executed by:

Dr. Chris Reber

Date

President

Hudson County Community College

Dexter Hendricks

Date

VP & Dir Community & Citizenship

Turner Construction Company

Dr. Floyd Jeter

Chief Diversity Officer

City of Jersey City

Office of Diversity and Inclusion

201-547-4284(office)

fjeter@jcnj.org

Date

VP & Dir Community & Citizenship

Turner Construction Company



**Associate of Science (A.S.) in Business Administration - Cannabis Studies
Option to Bachelor of Science (B.S.) in Hemp and Cannabis Management**

Articulation Agreement

between Stockton University and Hudson County Community College

This Articulation Agreement ("Agreement") between Hudson County Community College ("HCCC") and Stockton University ("Stockton"), in effect as of September 15, 2025, provides a distinct educational pathway between select Hudson County Community College's associate degree programs and corresponding Stockton degree programs. This is a Program-to-program articulation agreement from Hudson County Community College's Associate of Science (A.S.) in Business Administration - Cannabis Studies Option to Bachelor of Science (B.S.) in Hemp and Cannabis Management. Through this program, students are empowered to plan their full educational experience in a cost-effective way that will begin at the community college level and culminate in a baccalaureate degree from Stockton University.

WHEREAS, HCCC and Stockton previously executed a Memorandum of Understanding dated as of January 2, 2022 ("MOU") to offer opportunities for students to pursue Associate's and Bachelor's degrees at their institutions, and the parties hereby desire to amend the MOU pursuant to this Articulation Agreement.

WHEREAS, Hudson County Community College and Stockton University are both accredited by the Middle States Commission on Higher Education, 3624 Market Street, Philadelphia, PA 19104, 267-284-5000. The Middle States Commission on Higher Education is an institutional accrediting agency recognized by the U. S. Secretary of Education and the Council for Higher Education Accreditation.

WHEREAS, both Hudson County Community College and Stockton are dedicated to supporting students with the transfer process between community colleges and four-year institutions and are dedicated to providing a direct pathway between select degree programs. Configuration and participation in this Agreement will be in full compliance with New Jersey's Comprehensive State-Wide Transfer Agreement, adopted by NJPC-9/22/08 (<https://www.state.nj.us/highereducation/PDFs/XferAgreementOct08.pdf>)

WHEREAS, Hudson County Community College and Stockton have the support and necessary authorization(s) of their respective Boards of Trustees to the extent required.

WHEREAS, Hudson County Community College and Stockton agree to be fully involved in the planning, implementation, and ongoing maintenance and assessment of programs that fall under this Agreement with the understanding that any changes will be agreed upon and all necessary revisions will be made to this Agreement as appropriate.

WHEREAS, Students must complete certain designated STOCKTON UNIVERSITY Program and Cognate course requirements and writing (W1 and/or W2) requirements with appropriate grades, as well as all quantitative reasoning (Q1 and/or Q2) requirements, and the arts (A), historical consciousness (H), international/multicultural (I), values/ethics (V), and race/racism (R1 and/or R2) requirements. See <https://stockton.edu/academic-advising/curriculum.html> for complete descriptions of these requirements. Most of these requirements can be completed with transfer courses.

WHEREAS, STOCKTON and HCCC have agreed on specific program-to-program articulation of courses in order to facilitate the transfer of students into comparable academic majors. Such agreements will be appended to this MOU and reviewed regularly by both schools to ensure they remain up-to-date in terms of course descriptions and degree requirements.

IN WITNESS WHEREOF, participating institutions have duly executed this instrument.

For HUDSON COUNTY COMMUNITY COLLEGE:

For STOCKTON UNIVERSITY:

Dr. Christopher M. Reber
President

Dr. Michael Palladino
Provost and Vice President for Academic Affairs

ADDENDUM A: Program-Specific Articulation Agreement Curriculum

Hudson County Community College's Associate of Science (A.S.) in Business Administration - Cannabis Studies Option to Stockton's Bachelor of Science (B.S.) in Hemp and Cannabis Management

The following semester-by-semester curriculum map outlines the core courses of the HCCC course equivalents to STOCKTON courses within this program, and the recommended year of completion:

HCCC A.S. in Business – Cannabis Studies Option		Stockton B.S. Hemp and Cannabis Management	
FIRST SEMESTER		EQUIVALENT COURSE	
ENG 101 – College Composition (W1)	3	FRST or G-course Attribute: W1	4
MAT 110 Pre-Calculus OR MAT 116 Pre-Calculus for Business (Q1)	4	MTHM 1100 Pre-Calculus only Attribute: Q1	4
CSC 100- Intro to Computers & Computing	3	CSIS 1180 Computing Concepts and Applications	4
CSC 101 College Student Success	1	At Some Distance (ASD) or Elective	1
CAN 1011 Cannabis Compliance	3	HACM/GSS 2198 Cannabis Law	4
Total credits (HUDSON=14)	14		
Total Course Load as of First Year Fall Semester	14 credits		

NB: FRST or G Course may have optional Seminar, W1 or W2 Attribute.

HCCC A.S. in Business – Cannabis Studies Option		Stockton B.S. Hemp and Cannabis Management	
SECOND SEMESTER		EQUIVALENT COURSE	
ENG 102 – College Comp 2 (W1)	3	General Studies Writing Course 2 Attribute: W1	4
ENG 112 - Speech	3	At Some Distance (ASD) Elective	4
ACC 121 – Principles of Accounting	3	ACCT elective	4

MAN 121 – Principles of Management	3	MGMT 2110 Intro to Management	4
CAN 121 – Justice in Cannabis (R2)	3	HACM/GEN 2162 Cannabis and Social Justice (HACM Elective) Attribute: R2	4
Total credits (HUDSON=16)	15		
Total Course Load as of First Year Fall Semester	29 credits		

HCCC A.S. in Business – Cannabis Studies Option		Stockton B.S. Hemp and Cannabis Management	
THIRD SEMESTER		EQUIVALENT COURSE	
ECO 201 – Principles of Macroeconomics	3	ECON 1400 - Macroeconomics	4
CAN 201 – Cannabis Health & Safety	3	HACM/GEN 2347 Medical Cannabis	4
BUS 230 – Business Law	3	PLAW 2120 Business Law	4
ENG 211 – Business Communication (W1)	3	G-course, writing Attribute: W1	4
Lab Science Elective	4	GNM General Natural Science & Math	4
Total credits (HUDSON=16)	16		
Total Course Load as of First Year Fall Semester	45 credits		

HCCC A.S. in Business – Cannabis Studies Option		Stockton B.S. Hemp and Cannabis Management	
FOURTH SEMESTER		EQUIVALENT COURSE	
ECO 202 – Principles of Microeconomics	3	ECON 1400 - Microeconomics	4
CAN 221 – Cannasseur Level 1	3	HACM/GEN 3243 Cannabis Studies Internship Prep	4
BUS 299 – Business Internship	3	HACM 4950 Cannabis Studies Internship	4
Diversity Elective (R1, 1)	3	General Studies Course: International/Multicultural Attribute: R1, I	4
Humanities Elective (A, H, V, or I)	3	Arts (A), Historical Consciousness (H), or Values/Ethics (V) (must complete one of each for graduation)	4
Total credits (HUDSON=16)	15		
Total Course Load as of First Year Fall Semester	60 credits	All 60 credits from HCCC transfer to Stockton University	64 credits

Stockton Courses (Years 3 & 4)	Credits
CIST 1206 Statistics (Q1)	4
BUSA 2110 Technology in Business	4
ACCT 2110 Financial Accounting	
ACCT 2120 Managerial Accounting	4
BUSA 2120 Introduction to Business Analytics	4
MKTG 2100 Marketing Principles	4
BUSN 3120 Operations Management	4
MGMT 4112 Business Policy & Strategies (seniors only)	4
HACM 1100 Introduction to Hemp & Cannabis	4
HACM 2000 Hemp & Cannabis Operational Fundamentals	4
HACM 3000 Hemp & Cannabis Economics	4
W1/W2 at 3000 level	4
General Studies Course – A, H, V, or I	4
General Studies Course – A, H, V, or I	4
At some distance (ASD) or elective courses (variable)	
Total credits (64 HCCC transfer + 64 Stockton) required for graduation	128

List of Hudson CC courses with attributes

I - HUM 120, 121, 128, FLM 102, HMT 103, 112, MUS 105

V- HUM 101, HMT 210

A - ART 100, 101, 103, 106, 107, 115-117, 120, 125, 127, 210, 220, HUM 103, ARC 115, 201; FLM 101, A-
THA 102, 201

H- PSYC 102, HIS 104, 105, 106, 110, 111, 131, 132, 135, 137, 160, 2110, 2111

A & R2 - MUS 104

H & R2- HIS 130, 133



Memorandum of Understanding Between Hudson County Community College and Stockton University

I. Introduction

The ability to transfer academic credits between institutions of higher education helps students save both time and money by eliminating unnecessary duplication and repetition of courses. Strong transfer partnerships, by extension, lower tuition costs, accelerate time to degree, strengthen graduation rates, and mitigate outmigration of students from New Jersey.

This Memorandum of Understanding (MOU), dated and effective as of January 2, 2022, strengthens the relationship between STOCKTON UNIVERSITY and HUDSON COUNTY COMMUNITY COLLEGE ("HCCC") by offering multiple opportunities for students to seamlessly pursue Associate's and Bachelor's degrees at two outstanding institutions of higher education.

It does so by:

- Reaffirming institutional commitment to New Jersey's existing "Comprehensive Statewide Transfer Agreement;"
- Developing Program-to-Program articulation agreements for specific high-demand majors;
- Offering Conditional Dual Admission to Stockton University for county college students beginning in the first year of their AA or AS degree;
- Strengthening Reverse Transfer practices for those students who transfer to Stockton before completion of an AA or AS degree;
- Offering incentives, including joint advising, special programs, and designated scholarships, to encourage student participation.

II. Overview of Statewide Transfer Agreement

- A. Both STOCKTON and HCCC reaffirm their commitment to the "Comprehensive State-Wide Transfer Agreement," commonly referred to as the Lampitt Law (<http://www.state.nj.us/highereducation/PDFs/XferAgreementOct08.pdf>).
- B. Both institutions also commit to:

- Recognizing AA or AS degrees from a New Jersey community or county college as fully transferable;
 - Applying credits that do not culminate in an AA or AS degree from a New Jersey community or county college to the appropriate program, general education, graduation, and elective requirements for a BA or BS degree up to 64 credits;
 - Providing a list of courses and prerequisites that a transfer student with an AA or AS degree from a New Jersey community or county college needs to complete to earn their chosen BA or BS degree at Stockton;
 - Reviewing courses to determine institution-to-institution course equivalency to maximize the value of transferred credits within a student's degree and evaluating non-equivalent courses for credit on a case-by-case basis.
- C. At STOCKTON, up to 64 credits of coursework can be transferred either from a completed AA or AS degree or as individual courses; students must have received an earned grade of C or better in each course transferred (exception: a maximum of 66 credits is allowed in transfer from a regionally-accredited two-year college when the student has earned an associate's degree and been accepted for matriculation in STOCKTON's upper division Bachelor of Science in Nursing program).

III. Program-to-Program Articulation Agreements

- A. Both STOCKTON and HCCC also support NJ Transfer, (<http://www.njtransfer.org/>), a state-wide program that assists students transferring from two-year institutions to determine course equivalencies at the senior college or university of their choice, and the Transfer Equivalency Tool (TREQ).
- B. To build on this system, STOCKTON and HCCC agree to develop specific program-to-program articulation agreements for high-demand majors to facilitate the quality and ease of transfer of students into comparable academic majors. Such agreements will be appended to this MOU and reviewed regularly by both schools to ensure they remain up-to-date in terms of course descriptions and degree requirements.

IV. Conditional Dual Admission

STOCKTON and HCCC further agree to strengthen the transfer process by offering conditional dual admission to STOCKTON. Students will be able to enter this program through one of two pathways, outlined below.

- A. Admission via Stockton University
1. All freshman applicants who apply to STOCKTON, but are denied direct admission, shall receive notification of conditional dual admission to STOCKTON in partnership with HCCC through this MOU.
 2. To enroll, students must both sign a consent form allowing STOCKTON and HCCC to share the student's information, and matriculate into HCCC.
 3. Matriculation will be tracked by both institutions: 1) STOCKTON will provide application materials after prospective students complete the requisite consent

forms; 2) HCCC will track students matriculating to their campus, and provide STOCKTON with an electronic copy of each participant's transcript, free of charge, so that STOCKTON may monitor student start dates, selection, grade point average, credits completed, and active or inactive status; and, 3) following a participating student's matriculation to STOCKTON, the University will provide HCCC with the following information annually: (i) whether the student is still attending STOCKTON; (ii) whether and when the student has completed 64 credits, thereby making the student available for Reverse Transfer (discussed in section V below); (iii) whether the student is maintaining a 2.0 GPA (or higher in some restricted programs); and (iv) whether the student has graduated.

4. All application fees to STOCKTON will be waived for students whose admission is covered by this MOU.

B. Admission via County College:

1. Students who do not enroll in conditional dual admission via their application to STOCKTON can still do so upon their acceptance to HCCC, or at any time during their enrollment at HCCC. To enroll, they must sign a consent form allowing STOCKTON and HCCC to share the student's information.
2. The same stipulations for tracking, advising and access to special events apply to these students as to the students who are conditionally admitted to STOCKTON through a direct application (specified in section IV.A.3 and 4 above, and IV.C. 1 and 2 below).
3. Students who complete their AA or AS degree at HCCC and fulfill all other criteria pursuant to this MOU will enter STOCKTON as fully matriculated students with junior standing.

C. Program Benefits

1. Students who participate in conditional dual admission will be eligible to apply for STOCKTON housing from the first year of their matriculation to HCCC. Housing fees will be paid directly to STOCKTON.
2. Students who participate in conditional dual admission are also invited to participate in campus activities, student groups, and special events on both campuses from their first year of matriculation to HCCC, and will receive a special STOCKTON identification card for these purposes.

V. Reverse Transfer

- A. Students who complete at least 36 credits at HCCC, and successfully complete a cumulative total of 64 credits earned between their county college and a four-year institution, may be awarded an associate degree retroactively in accordance with the "Comprehensive State-Wide Transfer Agreement," a process known as reverse transfer.
- B. To actively encourage students to apply for reverse transfer, STOCKTON agrees to:
 - 1) provide information to incoming transfer students about the reverse transfer process;
 - 2) notify students of their potential eligibility when they achieve 64 credits.

In addition, HCCC agrees to waive any degree audit or graduation fees as an incentive for application.

- C. STOCKTON and HCCC further agree to co-host reverse transfer information sessions for transfer students.

VI. Time Limits

- A. Any full-time student who matriculates to STOCKTON within three (3) years of the student's original enrollment in HCCC will be subject to the undergraduate degree requirements for the applicable STOCKTON program in place at the time of their original enrollment in HCCC. If more than three (3) years has elapsed between the date of the original enrollment in HCCC and a full-time student's matriculation to STOCKTON, the student must satisfy any degree requirements in place at the time of matriculation to STOCKTON.
- B. Any part-time student (i.e. a student that is classified by HCCC as a part-time student in any one semester of continuous enrollment) that matriculates to STOCKTON within five (5) years of such student's original enrollment in HCCC will be subject to the undergraduate degree requirements for the applicable STOCKTON program in place at the time of their original enrollment in HCCC. If more than five (5) years has elapsed between the date of the original enrollment in HCCC and the student's matriculation to STOCKTON, the part-time student must satisfy any degree requirements in place at the time of matriculation to STOCKTON.

VII. Academic Advising

- A. HCCC students will be jointly advised by both STOCKTON and HCCC when such students enroll at HCCC to maximize each student's ability to enter STOCKTON having completed the correct prerequisite courses and been advised of all STOCKTON and program degree requirements.
- B. To support this work, HCCC will provide office space on its campus to be staffed by a STOCKTON advisor on a regular schedule; this will ensure that conditional dual admission students have ongoing STOCKTON support on such issues as course-to-course equivalency, program-specific requirements, reverse transfer options, additional admissions requirements, financial aid, and other matters related to matriculation.
- C. In addition, conditional dual admission students will benefit from ongoing, coordinated advising by representatives from both institutions to assist in course selection and ensure familiarity with graduation requirements of their proposed major. The students will also be invited to attend special events hosted on STOCKTON'S campus.

VIII. Financial Aid and Assistance

- A. Participating students' financial aid will be processed and provided by HCCC when such students are enrolled at HCCC pursuant to HCCC's applicable policies and procedures. HCCC makes no representation or warranties regarding the availability of financial aid for students. When participating students are enrolled at

STOCKTON, they may apply for financial aid through STOCKTON pursuant to the University's applicable policies and procedures.

- B. STOCKTON, in accordance with its policies and procedures, will provide five (5) one-year scholarships of \$2,000 per year to HCCC students whose admission to STOCKTON is covered by this MOU.

IX. Cooperation, Assessment and Other Initiatives

- A. STOCKTON and HCCC acknowledge that a successful partnership requires ongoing cooperative efforts, assessment, and support. In addition, both institutions acknowledge the potential for the existence of potential further opportunities for collaboration and partnership.
- B. Consequently, STOCKTON and HCCC agree to establish an advisory committee to ensure best practices in the following areas: (a) recruitment and enrollment management; (b) academic services; (c) student services; (d) information technology; (e) marketing; and (f) facilities use.
- C. This MOU will be assessed after the first five (5) years of operation using a mutually agreed upon assessment plan, and then every two (2) years thereafter.

X. Intellectual Property and Publicity

- A. STOCKTON and HCCC agree to work cooperatively to create marketing language to promote this MOU's program-to-program articulation agreements, conditional dual admission, and reverse transfer efforts. To do so, STOCKTON and HCCC will be granted non-exclusive and non-transferable permission to use the other institution's name, logo, and related intellectual property for academic, business, and merchandizing purposes. This includes permission to use mutually agreed-upon domain names and URLs to support initiatives in this MOU without royalty or fee, and upon written approval by both parties.
- B. To the maximum extent possible, both institutions shall notify one another when asked for public statements or press releases relating to this MOU and shall take reasonable steps to secure authorization from one another approving such messages prior to making any public statements.

XI. Fundraising, Foundation, and Alumni Activities

- A. STOCKTON and HCCC shall retain the right to treat students who have completed relevant degree programs described in this MOU as alumni of their institutions.
- B. Likewise, both institutions reserve the right to solicit donations from matriculated students and alumni who have completed degree programs described in this MOU.
- C. Participating institutions may work jointly in developing mutually beneficial fundraising and alumni engagement strategies.

XII. Separate Accounting; No Change in Status

- A. Costs and revenues will not be shared or allocated between participating institutions. During the period that a participating student is enrolled at HCCC , all costs and revenues arising from such enrollment will be paid to HCCC. During the period that a participating student is enrolled at STOCKTON, all costs and revenues arising from such enrollment will be paid to STOCKTON.
- B. STOCKTON and HCCC, and their respective Boards of Trustees, will continue to maintain their independent authority, rights, and privileges as set forth in their respective enabling statutes and bylaws. Moreover, the employees of STOCKTON and HCCC shall continue as employees of their respective institutions, with all of the rights and obligations attendant thereto. The foregoing shall not preclude STOCKTON or HCCC from entering into arrangements in the future to jointly employ certain individuals. Each institution shall be responsible for funding its own budget.

XIII. Term, Renewal, and Termination

- A. This MOU shall have an initial term of five (5) years from the date it becomes effective. Subject to changes that may be agreed upon by both institutions pursuant to the assessments set forth in Section IX and as otherwise set forth herein, this MOU shall renew automatically for successive two-year terms until terminated.
- B. This agreement may be terminated by either STOCKTON or HCCC by written notice to the other institution if:
 - 1. There shall have been a material breach of any of the covenants set forth in this MOU on the part of either institution, which breach (if susceptible to cure) is not cured within one hundred twenty (120) days following written notice to the institution committing the breach, or;
 - 2. The other institution shall cease to maintain its accreditation or licensure, or;
 - 3. The other institution or any of its employees or agents shall engage in any conduct that could reasonably be expected to adversely affect the reputation of the institution seeking termination.
 - 4. For any reason upon the provision of ninety (90) days prior written notice. Such termination to take effect at the end of the current school year. Termination shall not affect any students currently enrolled in either Stockton or HCCC under this Agreement.
- C. After the first five (5) years following the date that this MOU becomes effective, either institution may terminate this MOU for any reason or no reason upon one year's written notice to the other institution.
- D. In the event that this MOU is terminated, it is understood and agreed that the termination will not apply to those students already accepted to STOCKTON and HCCC under the terms of this MOU.

XIV. Compliance with Applicable Laws

- A. Participating institutions agree to abide by the Family Educational Rights and Privacy Act (FERPA) and any other applicable federal and state laws/regulations addressing student privacy. Any student data proposed to be shared (whether before or after the

execution of this MOU) will be shared only in compliance with FERPA or any other applicable federal and state laws.

- B. Both STOCKTON and HCCC, in its programs and services, adhere to New Jersey's non-discrimination policy for Affirmative Action and Equal Employment Opportunity. In accordance with that policy, both institutions participating in this MOU will not discriminate based upon race; creed; color; national origin; ancestry; age; sex; marital status; familial status; affectional or sexual orientation; atypical heredity, cellular, or blood trait; genetic information; liability for training and service in the Armed Forces of the United States; or disability.
- C. This MOU will be governed by, and construed under, the laws of the State of New Jersey without regard to conflicts-of-laws principles. All disputes arising under this MOU shall be resolved by arbitration in the State of New Jersey in accordance with the Commercial Arbitration Rules of the American Arbitration Association then currently in effect, or by an individual arbitrator mutually agreed upon by both institutions. Demand for arbitration of any such dispute shall be made within a reasonable time after the dispute has arisen, and shall in no event be made after the date when institution of legal or equitable proceedings for the resolution of such dispute would be barred by the applicable statute of limitations as determined under the laws of the State of New Jersey. Any demand for arbitration shall include all disputes then known to the demanding party. Judgement upon the award rendered hereby may be entered in any court having competent jurisdiction thereof or application may be made to such court for a judicial acceptance of the award and an order of enforcement, as the case may be.
- D. This MOU may be executed in one or more counterparts, each of which will be deemed an original of this MOU and all of which will be deemed to constitute the same letter. To the extent permitted by law, a signature delivered via facsimile or email will be considered as an original for the purposes of acknowledging and agreeing to the terms of this MOU.
- E. This MOU supersedes any other similar agreement or MOU, written or otherwise, or any representations made thereto, between participating institutions, or any past practices of a nature provided for herein.
- F. STOCKTON and HCCC each represent that all necessary action has been taken to authorize the execution and delivery of this MOU.

IN WITNESS WHEREOF, participating institutions have duly executed this instrument.

For HUDSON COUNTY COMMUNITY
COLLEGE:

A handwritten signature in black ink, appearing to be 'C. Reber', written over a horizontal line.

Dr. Christopher M. Reber, President

For STOCKTON UNIVERSITY:

A handwritten signature in black ink, appearing to be 'H. Kesselman', written over a horizontal line.

Dr. Harvey Kesselman