

**Summary of Proceedings**  
**Meeting of the Board of Trustees**  
**Tuesday, September 13, 2022**  
**5:00 p.m., In-person and via Zoom**

**Trustees Present:** Joseph Doria; Karen Fahrenholz (Secretary/Treasurer); Pamela Gardner; Frank Gargiulo; Roberta Kenny; Bakari Lee (Vice Chair); William Netchert (Chair); Christopher Reber; Silvia Rodriguez; and Harold Stahl.

**Trustees Absent:** Jasmine Ngin (Student Alumni Representative); Jeanette Peña

**Comments from the Public:**

*Dr. Ara Karakashian offered the following remarks.*

Board of Trustees, Dr. Reber, and HCCC community, good evening.

My name is Dr. Ara Karakashian, Dean of the Business, Culinary Arts, and Hospitality Management. Thank you for the opportunity to speak to you today. It's great to be back on the ground for these board meetings.

"We're glad you're here." These were the words of our beloved Chef, Associate Dean, mentor, and friend, Paul Dillon.

Tonight, you will review and adopt Paul as the inaugural Emeritus employee at the college. The idea of creating Emeritus status at HCCC was indeed his, as he had been a dedicated employee for this institution for over 37 years.

The Culinary Arts Institute enrolled its 40th year of students this month. In many ways, we owe this achievement to Paul's leadership and charisma, as he helped garner a new era for our program. After great success as a tenured faculty member, Paul began serving as Director of the Culinary Arts Institute in 2007, just as the latter half of the Culinary Conference Center was completed. He also became Associate Dean for Business, Accounting, and Supply Chain Management, as he took on further leadership roles.

Many of us have benefitted from Paul's dedication to students, colleagues, and the hospitality industry. His positive attitude resonated with all of us.

On behalf of all current and former colleagues, hundreds of students and alumni, family and friends, we thank the Board of Trustees and Dr. Chris Reber for memorializing Paul Dillon's legacy with this posthumous granting of Emeritus status.

May his memory guide our future and give us the strength to expand on his legacy.

Thank you.

*Lauren Drew offered the following remarks.*

Good evening, everyone.

How great it is to see so many of you back in person! I'm happy to be here in person.

I am Lauren Drew, the new Vice President of the Professional Association. I know many of you know me as the former chair of the All College Council. The other new executive officers of the Professional Association are Michael Ferlise continuing as president, myself as vice president, Gilda Reyes as recording secretary, Sirhan Abdullah as our corresponding secretary, and Claudia Delgado as treasurer. We'll do our best to be here in person for these meetings, and again thank you for being back in person. It's great to see you.

**Report:**

**1. Student Government Association President's Report**

*Student Government Association President, Sally Elwir, offered the following report.*

Thank you, President Reber, and hello, Trustees.

It is an honor to be speaking here today. I may look familiar to some, as I filled in for the previous president, Angel Beebe, last semester. Today starts my new journey as the Student Government Association President. In addition to Dr. Reber's introduction, I want to share that I grew up in North Bergen, and lived in Palestine for three years. I always had plans to go to a community college, since it is affordable, and I am so happy with the decision to come to HCCC. This is my second year at Hudson and I have met some inspiring professors such as Professor Jonathan Cabrera who has been a great role model and who has helped me grow my love for the criminal justice field. I plan to transfer to a four-year university and become a drug court lawyer.

This coming year for the Student Government Association (SGA), we are hosting more on-campus events, supporting the growth of our student-led clubs, and continuing to serve as the students' voice, all while moving into the updated SGA and Clubs suite in the Student Center.

All subcommittees of the All College Council have an SGA representative who attended the first meeting this past week. The faculty and staff were welcoming, and our SGA members shared their student voices on matters discussed. SGA representatives are on the Enrollment Management Council and PACDEI. Additionally, we implemented a new executive board position, Director of Intercollegiate Athletics, which is being served by Brian Rivera. He will be working with Dr. David Clark and others in helping to develop the athletics program at HCCC. We look forward to more opportunities that ensure students' voices are heard and involved in important conversations and decisions.

We are bringing back our monthly Inter-Club Council Meetings. Also returning is the SGA Town Hall meeting, and during this week's meeting, we will introduce ourselves to the student body and answer questions and concerns. We would like to extend an invitation to the administrators, faculty and staff to our meetings. Most importantly our goal is to be as transparent as President Reber is with the students. Our SGA members have been recording videos for social media content such as a tour of our campuses and interviews with President Reber, Hudson Scholar Academic Counselor, Mackenzie Johnson, Omar Hamza from Enrollment Services, and Doreen Pontius from Counseling and Wellness. We plan on interviewing students who attend Pizza with the President for feedback. On Friday, we will have our Back-to-School Outdoor movie night

where we will be watching “Sixteen Candles”. During a recent community service event, we packed 120 school supply kits to donate to our own Hudson Helps Resource Center and other organizations. In honor of National Gaming Day, our Vice President of North Hudson Roberto Gomez hosted a gaming day at the North Hudson Campus yesterday. Later in the semester, we are hosting a Halloween Dance and Winter Festival. Our SGA members will also volunteer in the International Fashion Show that I will organize alongside Yasmeen Abdelaziz and Paulina Souza.

Lastly, we aim to bring together all the New Jersey Community College SGAs throughout the semester, continuing what we have done over the past couple of years. These meetings allow us to connect with other student leaders throughout the state, share our best practices, and amplify the students’ voices on statewide initiatives.

I look forward to answering any questions you may have and thank you for your time.

## **2. All College Council Chair’s Report**

*All College Council Chair, Dr. Peter Cronrath, offered the following report.*

Good evening, Trustees, Dr. Reber, and the HCCC Community.

The first All College Council (ACC) General Meeting occurred after College Service Day events on August 24 with presentations by the Academic Senate on Remote Modality guidelines and an update on the HCCC Strategic Plan by Dr. Devries.

Currently, the ACC’s six standing committees have membership totaling 104 committee members including faculty, staff, administrators, and students.

At the September 28 meeting, held after Convocation activities, Dr. Jones will present further on the topic of “Schools” vs. “Divisions,” while Dr. Dougherty will provide data-informed ideas regarding the Add/Drop period.

### Committee Meeting Reports:

#### Academic Senate

They presented the remote attendance guidelines Governance Recommendation (GR) to the ACC. The committee will explore whether the Middle States Commission on Higher Education released any further guidelines regarding the remote modality before a vote on the GR would occur. They are also continuing to work on wording regarding remote class etiquette for faculty and students.

Lastly, they are looking into the Faculty Advising Policy to see if improvements can be made.

#### College Life Committee

They discussed a staff/faculty/student mentoring program. Student leaders Roberto Gomez and Mikell Quiroga came up with the idea, and the committee will look to implement the initiative this academic year.

#### Development and Planning Committee

They discussed fundraising events with a focus on increasing contacts within the community to have a larger community impact.

The recipients of the Johanna Van Gandt Scholarship will be announced at the Convocation on September 28.

The committee is also supporting the Counseling and Wellness Center's Suicide Prevention event sponsored by Attitude in Reverse on September 29 from 11 a.m. to 2 p.m. at North Hudson Campus.

#### Space and Facilities Committee

They will work on putting together a request form and a FAQ list for each reservable space within the college.

As the college continues to implement the Honorlock software, students can take proctored online tests. The committee will explore designated quiet spaces to accommodate students taking such tests.

They are also continuing the exploration into additional parking ideas at the Journal Square Campus.

#### Student Life Committee

The Student Government Association in collaboration with Student Life and Leadership and Student Life Committee held a school supply community service event to pack kits to be distributed in Hudson County.

A Student-Parent survey and a VA Work-Study Student survey are being conducted to determine needs and required future funding.

The committee is still looking into how childcare costs can currently be reimbursed for student parents needing daycare.

#### Technology Committee

The Technology Committee is looking into the online proctored exam space and led the discussion at the first meeting. A student reservation system may be needed for those spaces. Alternatively, the college has a supply of laptops and webcams for students to borrow for use at home instead of taking the exams on campus.

Additional training for faculty and staff on SharePoint and Teams will be planned and administered as a new initiative, with dates to be announced soon.

This ends my report. I am happy to answer any questions. Thank you for your attention.

### **3. *President's Report***

*President Reber offered the following remarks.*

Good evening, Trustees and colleagues.

It's so nice to be back on ground for the first time in two and a half years! And to those joining us via Zoom, welcome to you also. This is our first attempt at offering Board meetings in a hybrid format.

Sunday marked the 21<sup>st</sup> anniversary of 9/11. I ask you to join me in a moment of silence for all of the victims of the horrific events of September 11, 2001, including those lost, their families and loved ones, and all in our local and world communities who are victims of oppression, violence, racism, and injustice.

*Moment of Silence*

Thank you.

Sally Elwir and Dr. Peter Cronrath, thank you for your reports.

Sally, welcome to your new role as President of the Student Government Association!

Trustees, Sally is a very talented and dedicated student leader. Sally is majoring in criminal justice and is starting her second year at Hudson County Community College. As she indicated, her future career goal is to become a drug court lawyer, hoping to help people gain a second chance at life. In addition to serving as SGA President, Sally is Vice President of HCCC's Five-star chapter of Phi Theta Kappa. Last month, she received the prestigious Phi Theta Kappa International Honor Society's Coca-Cola Leaders of Promise Scholarship.

Sally, we look forward to your reports at our monthly Board of Trustee meetings, and to your leadership of what I know will be another year of vibrant SGA programs, events, activities, services, and advocacy in support of our students and our College.

Dr. Karakashian, I thank you for your comments about our loved and cherished colleague, the late Paul Dillon. I want to take this opportunity on behalf of the college community to thank the trustees for their approval of a new policy that provides a process for seeking nominations and selecting candidates for emeritus status to be brought to the Board for review. Emeritus status recognizes the contributions of long-serving and distinguished faculty and staff upon retirement from Hudson County Community College. We thought we should begin with Paul Dillon, by granting him, posthumously, the title of Associate Dean of Business, Culinary Arts, and Hospitality Management Emeritus. We all miss Paul and are so pleased to have him recognized in this way – in perpetuity – for the indelible mark he has left on HCCC.

Trustees, as you are aware, we have benefited greatly from the leadership, advocacy, and support of community members including clergy, educators, public servants, human services professionals, business leaders, and others on our African American Outreach Committee, and our Latino Advisory Council. These organizations share our goal of doing all we can, together, to increase the postsecondary educational attainment rates among those we serve in our community. Together, we are working hard to get the word out in our community about the phenomenal programs, financial aid resources, holistic support services, and culture of care for those who study and work at Hudson County Community College. We thank Trustee Pamela Gardner for her leadership of the African American Outreach Committee, and Trustee Bakari Lee for his involvement and leadership for DEI. We will offer an update on the work of the African American Outreach Committee at an upcoming meeting of the Board.

This evening, I have invited Latino Advisory Council Chair, Wendy Martinez, and Vice President for Diversity, Equity and Inclusion, Yeurys Pujols, to share an overview of the work of the Latino Advisory Council over the last two years, and our goals and directions going forward. Wendy also serves as our consultant for Latino outreach to community members and media.

Wendy and Yeurys, thanks so much for joining us this evening.

*Wendy Martinez and Yeurys Pujols offered remarks and presented [HCCC Latino Advisory Council Summary Report 2019-2022 Years-In-Review](#).*

*Yeurys Pujols began the presentation with the following remarks.*

Thank you, Dr. Reber.

Good afternoon, Chairman Netchert, members of the board, students, faculty, staff and community members.

Wendy Martinez and I would like to provide you with an overview of the work over the last two years, including the formation of the Latino Advisory Council.

We want to focus on the various ways we have reached out, brought in, and engaged in the Latino community. We want to provide you with a snapshot and highlight the work we've done in order to address needs in a competent, linguistically, and culturally appropriate manner.

The purpose is to increase the connection between the college and the community we serve and provide educational opportunities that we offer here at the college. The first engagement was a Meet and Greet with the Latino clergy. We had thirty-three of the most influential Latino clergy across various denominations including representatives of all twelve Hudson County municipalities. They received an introductory information folder containing a directory and bilingual information for people who speak Spanish. We were able to establish our partnerships and follow-up meetings.

Most members joined us in the following event, the Latino Community Networking Reception attended by over one hundred guests. We invited them to participate in our Latino Advisory Council. Since the spring of 2020, we have held various meetings. Volunteer members send us information and provide us with input.

The Latino Advisory Council's mission identifies areas of need within the Latino community, assessing existing resources, and suggesting new strategies to accomplish HCCC's overall mission. The Council for the upcoming year consists of thirty members who are engaged. One of the series we are proud of is Café con Chris (Coffee with Chris). The idea is to meet regularly with the members of the Latino Advisory Council to tell us about the work that they do, how they serve the community, and ultimately how we can do the same to provide an educational opportunity to local members.

One important highlight is the agreement signing reception to formalize a partnership to support the growth of Latino small businesses in Hudson County with the Statewide Hispanic Chamber of Commerce of NJ. We served as a resource to Grupo Latinoamericano de Consules en NJ (GLACO) in their commitment to promoting higher education. At the seventh annual gala of the Salvadorian Parade of New Jersey, Hudson County Community College was presented the Community Partner Award for that year. We also participated in Poder Hispano's Multicultural Health Fair which was held at our North Hudson Campus. The first New Jersey visit from the United States Ambassador of El Salvador was organized to include top businesses, civic and corporate leaders, and Dr. Reber was one of the featured speakers.

In order to raise awareness in the community, we make sure that the content is comprehensive by translating the information. In the presentation are some samples of flyers, press releases, and advertising that we've been able to translate. In addition, we've created a directory and contact information in Spanish. We also listed some of the Spanish-speaking local media partners that we work with which are highly connected to the community. We have conducted interviews with Nuestra Gente Digital, El Kan TV, New Jersey Hispano, and Univision, among others. Dr. Reber had an interview with Carlos Medina for ¿Que Pasa? about the educational opportunities of HCCC, including the Community College Opportunity Grant.

We held our ten-year anniversary of the North Hudson Campus with over 300 attendees and media coverage. We met with the Hudson County Community College Chamber of Commerce,

where we talked about entrepreneurship opportunities. At the “Hudson es Casa” Education and Community Fair, we were able to bring multiple exhibitors from the community to showcase health services and all the other community services available. We received a congressional delegation visit from the Republic of El Salvador and the Honorable Ambassador of El Salvador to the United States, Milena Mayorga.

*Wendy Martinez offered the following remarks.*

First of all, thank you so very much for the opportunity to address you. It's truly been an honor and a pleasure. As a first-generation Latina, I can identify with what we're doing here. I pour my heart and soul into it because I know the struggles. I remember being that student, not speaking English, not having the resources, and my parents being factory workers, and it's truly an honor to be able to give back in this fashion. I'm very proud of the work that we're doing. I'm extremely thankful to you all for the support and definitely thanks to Dr. Reber and the leadership at the College for their support. We look forward to continuing to make you all proud. Our goal is to now develop a forward-thinking plan to further engage the Latino community in the success of the College. Thank you.

*President Reber resumed his remarks.*

Wendy and Yeurys, thank you for this inspirational report and for your leadership in the vitally important work of promoting increased educational attainment in the Latino community and beyond, and for your support for the many Latino members of the HCCC Family.

We are enormously proud to be an Hispanic Serving Institution, and proud of our strong partnerships throughout Hudson's Latino communities.

Trustees, this concludes my report.

Wendy, Yeurys and I would be happy to entertain any questions or comments you might have.

### ***Regular Monthly Reports and Recommendations***

- 1. The Minutes of the Regular Meeting of August 9, 2022, were approved.**
- 2. Gifts, Grants, and Contracts Report**

*Hudson County Community College has received the following grants:*

**Title:** The Ellucian Path Scholarship

**Agency:** Ellucian Foundation

**Purpose of Grant:** The charitable purpose of this grant is to help higher education institutions support students experiencing economic hardship by providing scholarship awards to individual student recipients.

**College Administrator:** Lisa Dougherty

**College Contribution:** \$0

**Award Amount:** \$25,000.00

**Title:** College Readiness Now IX

**Agency:** New Jersey Office of the Secretary of Higher Education (OSHE)

**Purpose of Grant:** The College Readiness Now IX focuses on college readiness, expands student eligibility, allows for career pathways elements to be incorporated, and allows for two types of college credit components.

**College Administrator:** Cristhian Altamirano

**College Contribution:** \$0

**Award Amount:** \$53,255.00

The following actions were taken concerning **Fiscal, Administrative, Lease, and Capital Recommendations** brought forward by the Administration and endorsed by the Finance Committee.

1. Resolution Authorizing Bidding for General Contractor for Tower Building Project, to be funded from internal and external sources, was approved.
2. Resolution Authorizing Implementation of Server Colocation, to be funded by the American Rescue Plan (ARP) Grant at a cost not to exceed \$323,559, was approved.
3. Resolution Authorizing Purchase of Monitors, to be funded by the American Rescue Plan (ARP) Grant at a total cost of \$64,075, was approved.
4. Resolution Authorizing Purchase of Printers, to be funded from the operating budget at a total cost not to exceed \$25,010, was approved.
5. Resolution Authorizing Renewal of Network Support Software, to be funded from the operating budget at a cost not to exceed \$16,162, was approved.
6. Resolution Authorizing Renewal of Security Software, to be funded from the operating budget at a cost not to exceed \$24,000, was approved.
7. Resolution Authorizing Renewal of Public Relations Support, to be funded from the operating budget at a cost not to exceed \$98,520, was approved.
8. Resolution Authorizing Renewal of Subscription Service for Gabert Library, to be funded from the operating budget at a cost not to exceed \$81,411, was approved.
9. Resolution Authorizing Renewal of Cooperative with County of Hudson was approved.

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

1. The retirement of the Technical Service Librarian was accepted.
2. The resignations of an Instructional Technologist; Grants Officer; Student Success Coordinator, Operating Engineers (Grant-funded); Financial Aid Advisor; and Administrative Assistant, Academic Affairs, were accepted.
3. Staff appointments to the following full-time positions were approved: Director, Workforce Pathways; Student Success Coach, Reentry Students (Grant-funded); Director of Career Services; Student Success Coach, Local 825 Operating Engineers Dual Education Program (Grant-funded); Program Manager, Supply Chain and Logistics, Center for Workforce Innovation (Grant-funded); Student Success Coach, Incarcerated Students (Grant-funded);



Technical Services Librarian; Admissions Advisor; and Student Success Coach, Secaucus Center.

4. Appointments of Temporary Full-time Staff were approved.
5. Authorizations of Part-time Staff through September 2023, as needed, were approved.
6. Appointment of New Hire Adjunct Instructor was approved.
7. The following Modifications to the Staffing Table were approved:

| <b>Current Approved Title</b> | <b>New Title/ Deleted Title (if applicable)</b> | <b>Incumbent (If applicable)</b> | <b>Salary Adjustment (If applicable)</b> | <b>Effective Date</b> |
|-------------------------------|---|----------------------------------|--|-----------------------|
| N/A                           | Director of Libraries, North Hudson Campus      | N/A                              | N/A                                      | September 13, 2022    |
| N/A                           | Director of Foundation and Government Grants    | N/A                              | N/A                                      | September 13, 2022    |

8. Resolution to Grant Emeritus Status was passed.

The following actions were taken regarding **Academic and Student Affairs** as brought forward by the Administration and endorsed by the Academic and Student Affairs Committee.

1. Resolution Authorizing Affiliation Agreement Between Hudson County Community College (HCCC) and Rutgers, The State University of New Jersey, for HCCC to Serve as a Clinical Practicum Setting for Students in Rutgers' Department of Psychiatric Rehabilitation and Counseling Professions was approved.
2. Resolution Authorizing Renewal of Affiliation Agreement Between Hudson County Community College and IJKG Opco, LLC d/b/a CarePoint Health – Bayonne Medical Center for Clinical Experiences in HCCC's Radiography Program was approved.
3. Resolution Authorizing Renewal of Affiliation Agreement Between Hudson County Community College and Hudson Hospital Opco, LLC d/b/a CarePoint Health – Christ Hospital for Clinical Experiences in HCCC's Radiography Program was approved.
4. Resolution Authorizing Renewal of Affiliation Agreement Between Hudson County Community College and HUMC Opco, LLC d/b/a CarePoint Health – Hoboken University Medical Center for Clinical Experiences in HCCC's Radiography Program was approved.
5. Resolution Authorizing Renewal of Affiliation Agreement Between Hudson County Community College and Richmond University Medical Center for Clinical Experiences in HCCC's Radiography Program was approved.
6. Resolution Authorizing Renewal of Affiliation Agreement Between Hudson County Community College and IJKG Opco, LLC d/b/a CarePoint Health – Bayonne Medical Center for Clinical Experiences in HCCC's Registered Nursing (RN) Program was approved.
7. Resolution Authorizing Renewal of Affiliation Agreement Between Hudson County Community College and Hudson Hospital Opco, LLC d/b/a CarePoint Health – Christ Hospital for Clinical Experiences in HCCC's Registered Nursing (RN) Program was approved.
8. Resolution Authorizing Renewal of Affiliation Agreement Between Hudson County Community College and HUMC Opco, LLC d/b/a CarePoint Health – Hoboken University Medical Center for Clinical Experiences in HCCC's Registered Nursing (RN) Program was approved.

9. Resolution Authorizing Renewal of Affiliation Agreement Between Hudson County Community College and North Hudson Community Action Corporation for Clinical Experiences in HCCC's Registered Nursing (RN) Program was approved.
10. Resolution Authorizing Renewal of Affiliation Agreement Between Hudson County Community College and University Hospital for Clinical Experiences in HCCC's Registered Nursing (RN) Program was approved.
11. Resolution Authorizing Renewal of Affiliation Agreement Between Hudson County Community College and Hudson Regional Hospital for Clinical Experiences in HCCC's Registered Nursing (RN) Program as approved.
12. Resolution Authorizing Affiliation Agreement Between Hudson County Community College and Optima Care Fountains for Clinical Experiences in HCCC's Practical Nursing (PN) and Registered Nursing (RN) Programs was approved.
13. Resolution Authorizing Renewal of Affiliation Agreement Between Hudson County Community College and Montclair Radiology for Clinical Experiences in HCCC's Radiography Program was approved.
14. Resolution Authorizing Agreement Between Hudson County Community College and CarePoint Health Systems was approved.
15. Resolution Authorizing Memorandum of Understanding Between Hudson County Community College and Jersey City Housing Authority was approved.
16. Resolution Authorizing Agreement Between Hudson County Community College and Jersey City Board of Education for the Delivery of Dual Credit Instruction in Supply Chain Management was approved.
17. Resolution Authorizing Renewal of Agreement Between Hudson County Community College and Jersey City Board of Education for the Delivery of Credit Instruction and Non-Credit Development of Curricula in Marketing was approved.
18. Resolution Authorizing Renewal of Agreement Between Hudson County Community College and Orange Public School District for the Delivery of Early College Courses was approved.

The **meeting was adjourned** at 5:44 p.m.

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