

Summary of Proceedings
Meeting of the Board of Trustees
Tuesday, October 8, 2019
5:00 p.m.
Mary T. Norton Room
70 Sip Avenue
Jersey City, New Jersey

Trustees present: Joseph Doria; Adamarys Galvin; Roberta Kenny; Bakari Lee (Vice Chair); William Netchert (Chair); Jeannette Peña (via conference call); Christopher Reber

Trustees absent: Karen Fahrenholz (Secretary/Treasurer); Pamela Gardner; Alexandra Kehagias (Alumni/Student Representative); Silvia Rodriguez; Harold Stahl.

Comments from the Public - There were no comments from the public.

Awards, Recognitions and Special Reports

1. *Student Government Association President's Report*

Student Government Association President Warren Rigby offered the following remarks.

SGA started its Meet and Greet in September. More than 75 students attended.

Two consecutive Blood Drives were held on the Journal Square and North Hudson Campuses recently.

We will be working with PTK and SKB in a scholarship marathon for three days, with two sessions each day offering assistance to students completing scholarship applications. Faculty and tutors will be on hand to help in preparing essays.

We are working with PTK on the Green Initiative. The Gabert Library and North Hudson Campus are now fully recyclable. The STEM Building will follow.

2. *All College Council President's Report*

All College Council President Lauren Drew offered the following remarks.

The ACC Steering Committee has been working on strategies to more actively advertise the ACC.

This week, committee members will be making short presentations to faculty at Division meetings. The presenters will discuss the benefits of involvement in the ACC, the Council's recent accomplishments, and our on-going projects.

The College Life Committee is planning New Employee Orientation in collaboration with the Office of Human Resources. So far, about 45 new employees have been invited to the October 28th event. Sharon Daughtry and I will also be speaking to inform new employees about the ACC and encourage them to participate.

At the last ACC general meeting, the Space and Facilities Committee reported on the recycling pilot, and Student Government leaders shared several green initiatives they are working on. The Space and Facilities Committee is creating a short-term subcommittee on recycling to further assess the pilot, and to consider how recycling will work in other buildings (e.g., STEM, where there are lab materials that need specific consideration).

The Academic Affairs Committee is currently considering a policy recommendation that all instructors post their syllabi on Canvas. This would potentially reduce the amount of paper that is printed, reduce grade appeals, and make syllabi more accessible and ADA-compliant.

The Technology Committee is examining how classrooms are set up at different institutions to gather ideas for HCCC's classrooms. They are also looking into "laptop vending machines" to make lending laptops easier and to keep better track of them.

The Student Affairs Committee is wrapping up their research on childcare. They are also inviting Security and HR representatives to their next meeting to review the Children on Campus Policy and make sure it is up to date.

Finally, the Development and Planning Committee's next goal is to set dates for key events, such as "Dollars for Scholars."

3. President's Report

President Reber offered the following remarks.

Thank you for your reports, Lauren and Warren.

On behalf of the entire College community, it is a great pleasure to welcome our new Trustees, Dr. Joseph Doria and Adamarys Galvin!

Trustee Galvin possesses a distinguished career in Bilingual and ESL education. She began her career as a Bilingual Teacher with the North Bergen Board of Education, and progressed to Supervisor of the Bilingual/ESL Program. She is presently Director of the Bilingual/ESL Program for the North Bergen Board of Education, and Director of the ESL Adult Night School at Hudson County Schools of Technology. She holds Master of Administration and Master of Urban Education degrees from New Jersey City University; and a Bachelor of Arts degree from Rutgers University-Newark. Trustee Galvin holds certifications in ESL Teaching, Bilingual Teaching, K-8 Teaching, Supervisor, and Principal. In 2018, she was honored as Hudson County Woman of the Year, and recognized as North Bergen Hispanic Heritage Month Honoree in 2015.

Dr. Doria presently serves as Dean of the School of Education at Saint Peter's University. He is also a part-time faculty member at the Rutgers University New Brunswick Eagleton Institute of Politics.

Dr. Doria's career in public service began on the Bayonne Board of Education. He has served as New Jersey Assemblyman, Mayor of Bayonne, and New Jersey State Senator. Dr. Doria also served as Commissioner of the New Jersey Department of Community Affairs, Chair of the New Jersey Housing and Mortgage Finance Agency, and as a member of the New Jersey Council on Affordable Housing, New Jersey Redevelopment Authority, and New Jersey Meadowlands Commission, among many other roles and contributions in public service.

Trustee Doria received his doctorate in Organizational Leadership and Education Administration from Columbia University Teachers College. He earned a master's degree in American Studies from Boston College, and attended Fordham University Law School. He graduated from Saint Peter's College with majors in History, English, and French. Dr. Doria has been awarded honorary doctoral degrees in Humane Letters from New Jersey City University and Centenary University.

Trustees Doria and Galvin, we all look forward to working with you and thank you for the leadership, counsel and advocacy you will bring to Hudson County Community College!

We will be inviting Trustees Doria and Galvin to campus in the coming weeks to meet with members of the campus community, and we will invite them as well as Trustee Silvia Rodriguez, who has been with us for a few months, to attend the annual Association of Community College Trustees (ACCT) Governance Leadership Institute for new trustees in Washington, DC, next August.

We are also delighted that the Board of Chosen Freeholders has extended the terms of Trustees Harold Stahl and Karen Fahrenholz until October 31, 2021 and October 31, 2022, respectively. Karen and Harold are unable to be here this evening, but we look forward to their continued service on our Board and their leadership, advocacy and support for our College!

And, very importantly, this evening we honor and thank three trustees, whose terms have expired, for their long and dedicated service to Hudson County Community College. We will miss all of them greatly, but will remain in touch with them and welcome them from time to time in meetings and events in the life of the College.

Trustee Joanne Kosakowski has served the Board as a Trustee since 1998; Trustee Adrienne Sires has served since 2003; and Trustee Kevin Callahan has served since 2013. Joanne, Adrienne, and Kevin, on behalf of the entire HCCC community, thank you for your years of dedicated service and leadership to Hudson County Community College! Would any of you or others like to offer remarks?

Adrienne Sires offered the following remarks.

This has been one of the most wonderful and rewarding experiences of my entire life. I have met so many wonderful people. One of the highlights has been serving on the Capital Projects Advisory Committee with Chairman Netchert. I was pleased beyond belief to see the completion of the Culinary Conference Center, the North Hudson Campus, the Gabert Library, and the STEM Building.

Joanne Kosakowski offered the following remarks.

In 1998 Joe Doria encouraged me to serve on the Board of Trustees. While I am now leaving my position as a trustee, he is just starting. It has been my pleasure to serve. I just want to thank everyone on the Board and at the College for all the support.

Kevin Callahan offered the following remarks.

I loved serving with all of these individuals. Through family circumstances and responsibilities, I'm on to other things, but my heart is always here. I'm particularly fond of Joe Doria, whom I have known all my life. We went to school together at Saint Peter's.

But it's been particularly meaningful working with all of you individually and in the search for the new President, which everyone thought was a daunting task, and how he has hit the ground running is just beyond me, beyond us all. It was the smoothest transition we could have ever hoped for and I am glad to have been a part of that.

And I have valued all the other people that I have worked with here, the teachers, the Provost, and all the deans. It's just a wonderful place. I also have to acknowledge Bill Netchert, with whom I also went to school. His personality has driven us. It was elevated by Bakari, because Bakari took us to another level. At a federal level we are so well respected because of Bakari and individuals like himself. And now we have a Chairman who is going to be honored nationally.

This is an amazing college! I'm going to miss you all. Thank you for the years that I have been able to serve.

Chairman Netchert offered the following remarks.

Thank you Adrienne, Joanne, and Kevin, for your commitment, dedication, and years of service to this College. I will miss each of you and there will be big shoes to fill. Adrienne, thank you for your service on the Capital Projects Committee and the exceptional work in the selection of the interior decorating of the Culinary Conference Center. Joanne, thank you for your leadership as Chair of the Personnel Committee as well as serving on various other committees. Kevin, thank you for serving on the Finance Committee and for serving as Chair of the Presidential Search Committee. It was done with dignity, efficiency, and class. Based on Chris' first year here, we did a good job. I would like to add that the President and I have discussed creating a platform for former trustees to remain involved with the College.

Bakari Lee offered the following remarks.

I was thirty-six years old when I was appointed trustee. I was very young with a lot to learn. I appreciate what you each have brought to the table and what I have been able to gain from each of you personally. It has been a fantastic experience and I will always cherish the friendships that we have developed. Thank you.

President Reber resumed his remarks.

Thank you all for your comments, and, Joanne, Adrienne, and Kevin, thanks for your exemplary service to Hudson County Community College!

We would like to present Trustees Kosakowski, Sires and Callahan with a plaque that includes their dates of service and reads, "From Your Friends at Hudson County Community College – You Made a Difference!"

Chairman Netchert joined President Reber as plaques were presented to each trustee.

President Reber resumed his remarks.

I'm also very pleased to note that under New Business this evening, our Trustees will act upon a resolution to confer upon Joanne Kosakowski the honorific title of *Trustee Emerita* in recognition of her 21 years of outstanding service to the College.

The term of our Student Alumni Representative, Alexandra Kehagias, is also ending before our November Board Meeting. Alexandra has served on the Board since November 2018. As you are all aware, Alexandra has been a dedicated and enthusiastic alumni representative. While a student at HCCC she was a star and continues to make us all proud as she completes her bachelor's degree in communications from Rutgers New Brunswick, and pursues a career in marketing and eventual graduate study. Alexandra is unable to be here this evening, but she will attend the upcoming ACCT Leadership Congress with some of us. At that time we will present her a plaque as a memento and token of the Board's appreciation.

At our November meeting we look forward to welcoming Abderahim Salhi, who will succeed Alexandra as our new Alumni Student Representative. Most of you know Abderahim, who excelled in so many ways at HCCC, and who continues to take courses here as he prepares to transfer to Columbia University.

This evening we are very pleased to hear from Dr. Clive Li, Lecturer in STEM, and several students who are working with Professor Li on STEM projects.

Executive Vice President and Provost, Dr. Eric Friedman, gave the following introduction.

Good evening Trustees, Dr. Reber, faculty, staff, and students.

I am so honored to introduce Dr. Clive Li. He is such a joy to work with. He joined HCCC as a full-time Engineering Science Instructor in 2019. He has been here since 2018 as a STEM Lecturer. He holds a Ph.D. in Material Science from Stony Brook University. A special note, he processes two government patents for new inventions including a bio degradable diaper. As a College Lecturer, he was the proud recipient of the NJ STEM Pathway Mini Grant Award and he applied for and was awarded a \$70,000 Perkins Grant for the Engineering Science Program. Importantly, he founded the Research Experience Program for Undergraduates, which he will discuss with you now.

Dr. Clive Li gave a Powerpoint Presentation and offered the following remarks. (Powerpoint Presentation attached)

Good afternoon. My name is Dr. Clive Li. I am a Science and Engineering Instructor here at HCCC. Thank you for providing an opportunity to share some of our recent STEM activities with you.

This past summer, I worked with undergraduate and local high school students on multiple research projects. It was an immersive and hands-on 10-week program. At the end of the program, we organized a research symposium in our STEM Building where all the students presented their work to the college community.

Some of these students were also given the opportunity to present STEM projects at the State House in Trenton. Our students presented their work to scientists, educators and politicians. We have met with many assembly persons.

In April, our students attended the STEM C2 research summit. Many community colleges and 4-year universities from across the state came to present their research. At the end of the conference, they

awarded prizes to the best posters. We were very fortunate to have been awarded the best poster in Biology.

One of the high school students, Sachely Antuna, who worked with us during the summer, also participated in a science fair with her research. She won first place. This competition won't end there, since she will be moving further into regional competitions, and then, hopefully, she will make it to the final national competition.

Not all of our STEM students are interested in doing research. For example, many of them are interested in engineering projects. Our rocket team is composed of three motivated students. This summer, we launched our rocket. We used engineering software to design and 3-D print the parts. The day we launched our rocket also happened to be the 50th anniversary of the Apollo 11 moon landing. We met with a NASA ambassador who gave us valuable information on the details from the previously mentioned moon landing. He will also be coming to our college in the upcoming weeks to speak to our students at the Culinary Conference Center. All of you are welcome to join us if you are interested in rocketry. Our plans are to continue our work and go for certification at the National Rocketry Competition.

On top of everything previously mentioned, our STEM Club students have also been working with PTK to build a greenhouse prototype. For this prototype, we will be growing mushrooms and scallions with the help of our fish. Our goal is to produce 5 pounds of shitake mushrooms every week as a part of the Hudson Green Initiative Project.

I have been blessed to work on these projects with the support of our administration, colleagues, and, most importantly, a group of highly motivated and hardworking students.

Professor Li introduced the following STEM students and they each addressed the Board.

Diana Gonzalez-Argueta, Physics

Hi everyone, I am Diana Gonzalez-Argueta. I am in my sophomore year enrolled in a Physics major. Coming to Hudson County Community College has been one of the best decisions I could have made. Honestly, I don't think I could have picked a better school for me. I've made a lot of interesting decisions, but it has led me to an awesome career path and everything has been unfolding for me ever since. I am so grateful for the opportunity. Thank you.

Carolina Balcazar, Biology

Good evening everyone, I am Carolina Balcazar, enrolled in a Chemistry major. I am working with Professor Li on so many projects this summer. I have learned a lot from him, he is such a great mentor. We are preparing for a competition on Water Contamination this Friday. We hope to win first prize and present it to the College. I thank the faculty, the President, and the Board of Trustees for giving me the opportunity to be here.

Joane Neira, Engineering Science

Hello, my name is Joane Neira, and my major is Engineering Science. I am a transfer student from a four-year university. After two or three semesters at the university, I realized that the atmosphere there was off, so I came to a community college because I didn't want to stop my education. Coming here

completely made a difference, the atmosphere was a total change. I found professors who really cared. I tried to get lab opportunities back at the four-year university and they turned me away saying that as a freshman I had to first prove myself. At HCCC, I have gained a lot of lab experience and opportunities. I've gone to conferences. I got my passion back. At HCCC, you have professors in the hall conversing with you about your day. You don't have to mention class. It's just so casual and fun to be here. I love going to the STEM Building every day, it's so amazing. This is such a great school. Coming from a four-year university, it was a surprise. I have met so many good professors, peers, and people that I know I am going to remember for a lifetime. This atmosphere was created by all of you and I am so excited and happy to be here. Thank you.

Anass Ennasraoui, Engineering Science

Good evening, my name is Anass Ennasraoui, and my major is Engineering Science. During my time here at HCCC I have been involved in many activities in PTK and as President of the STEM Club. Without the help of many administrators, faculty, and students, we would not have succeeded. I want to thank Dr. Reber and Dr. Friedman for their support and being very responsive. I also thank our Dean of STEM, Dr. Yearwood; Professor Peter Cronrath; our mentor and advisor from the Goldman Sachs program, Victoria Marino; and for the cooperation of the following departments: Student Activities, the Library, and Culinary, for affording us all the logistics and facilities to make our activities successful. Thank you very much.

David Martinez, Biology

Good evening to the Board, faculty and fellow students. My name is David Matinez. I am a Biology major. I am also currently an Office Assistant in the Advisement and Counseling Department as well as a STEM Programmer. I have been enrolled here at Hudson for approximately three years. I wasn't always the same student as I am now. I had a semester off. I was away for six months in Colombia. When I returned to HCCC, I changed my major, changed my attitude and really learned to appreciate the gem that is Hudson County Community College. I have worked with faculty. I have become a Peer Leader and took advantage of more and more opportunities for my own career development, especially now working with Professor Li on the Green House Project. My future endeavors are to get my Bachelor's Degree in Bio Medical Engineering and also my Master's, and to complete a Ph.D. Thank you.

Roniel Fernandez, Engineering Science

Good evening, Board members, faculty, professors, my name is Roniel Fernandez, and my major is Engineering Science. I want to get my Master's in Engineering Physics. I am grateful for all the opportunities that you have given me, because when I first started at HCCC, I was still searching for myself. I wanted a career where I could reinvent my life in a certain way, which is why I enrolled in Engineering. I had a hard life in the beginning but now I am able to expand my knowledge in a field that I wanted to serve. I have been working with Professor Clive Li as his workstudy. It started with the Rocket Project. We are going to start attending the competitions to get certifications in levels one to three in high power rocketry. We also have been working on the Green Houses to further our knowledge and putting that knowledge to use. This is why I really enjoy this school and all the opportunities you have given me. Thank you.

Chairman Netchert offered the following remarks.

It is the commitment of Professors like Professor Li and the enthusiasm and excitement of these students that keeps me committed to HCCC. I commend Professor Li and the students. You make me proud to say "I am your Chair." Thank you.

President Reber resumed his comments.

Thanks so much, Dr. Li and students. This is what it is all about. Your work is inspirational, and we celebrate all you do. You have all personally enriched this college community.

I'm pleased to share that on November 2 our STEM faculty and staff will offer "STEM-Tastic," a program for middle school students in grades six through eight in the Jersey City Public Schools, in partnership with the Jersey City Schools and 4H Rutgers Cooperative Extension. Students will be led through activities using real-world science and technology skills, while parents will have the opportunity to participate in information sessions on preparing their children for college and career. Our goal is to provide Jersey City's future STEM professionals with a forum to explore their curiosities and engage in new learning experiences. I thank Associate Dean of STEM, Dr. Burl Yearwood, and many other colleagues and students for their engagement with Jersey City Schools in this exciting partnership and program.

Next week Board Chair Bill Netchert will receive the ACCT M. Dale Ensign Trustee of the Year Award for the Northeastern United States at the annual ACCT Leadership Congress in San Francisco. A strong contingent of HCCC Board and staff members will join Bill and Barbara Netchert to celebrate this recognition that brings pride and distinction to Bill and to our College. Joining us will be Trustee Vice Chair and former ACCT Board Chair Bakari Lee; Trustee Roberta Kenny; Student Alumni Representative Alexandra Kehagias; Executive Vice President Eric Friedman; Vice President Nicholas Chiaravalloti; Dean Lori Margolin; and President's Office Staff Jennifer Oakley and Marcella Williams. Safe travels, everyone, and we'll take lots of pictures to share with everyone.

Finally, Trustees, I'd like to thank you for making our recent Board Retreat such a vibrant and valuable experience. Retreat Facilitator Dr. DeRionne Pollard is completing her written summary of the Retreat proceedings and we should be receiving those in the next week or so. I spoke with her last week and thanked her on behalf of all members of the Board, and she reiterated her willingness to assist us in future retreats or meetings if she can be of service.

Trustees, this concludes my report. As always, I'd be happy to entertain any questions or comments.

Trustee Lee asked President Reber to give an update on the status of the President's Advisory Council on Diversity, Equity and Inclusion.

President Reber provided the following report.

Last week we held the first meeting of the President's Advisory Council on Diversity, Equity and Inclusion. There are approximately 33 members of the Council, and 30 attended the meeting. I thank

Trustees Bakari Lee and Pamela Gardner for attending. It was co-chaired by our colleagues, Yeurys Pujols, Executive Director, North Hudson Campus; and Lilisa Williams, Director of Faculty and Staff Development. I have heard nice comments and feedback. I thank you, Trustee Lee, for your input that has led us to this point and also for your involvement on the Council.

Trustee Lee said it was an excellent meeting. He was extremely impressed by the high level and breadth of thought that people had given. Everything said was valid and worthwhile, but there is no way to pursue thirty different initiatives at the same time. But goals can be accomplished by taking one step at a time.

Chairman Netchert offered the following remarks.

Since we operate through a committee system, the President and I we are going to attempt to get an agenda for each Committee to the entire Board. If there's an item being discussed by a Committee, Board members who are not on that Committee, but who have concerns or questions, will be free to call that Committee Chair either before or after the meeting for further information.

Regular Monthly Reports and Recommendations

1. The Minutes of the Regular Meeting of September 10, 2019 were approved.
2. Gifts, Grants, and Contracts Report

The College has received the following grants:

Title: Project LEAP Bridge Program

Agency: PNC Foundation

Purpose of Grant: The funds are designated to support the Project LEAP Bridge Program.

College Administrators: HCCC Foundations and Grants Department

College Contribution: 0

Award Amount: \$11,000.00

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 Construction Management Services Extension, from December 1, 2019 through November 30, 2020, to MAST Construction Inc. of Little Falls, New Jersey, at a cost not to exceed \$403,524.00, was approved.
2. Resolution Authorizing Payment for Emergency Sidewalk Construction at 119 Newkirk Street from Louis Gargiulo Company, Inc. of Jersey City, New Jersey, at a cost not to exceed \$78,000.00, was approved.
3. Resolution Rejecting Proposals for Custodial Management Services and Authorizing Re-Procurement, was approved.

*Summary of Proceedings at the Board of Trustees Meeting
October 8, 2019*

4. Resolution Authorizing Renewal of a Subscription Service for Gabert Library to VALE/NJEdge of Newark, New Jersey, at a cost not to exceed \$71,192.00, was approved.
5. Resolution Authorizing Review and Testing Course for Nursing Program from Kaplan, Inc., was approved.
6. Resolution Authorizing Renewal of College Wide Imaging Solution with Hyland, LLC of Olathe, Kansas, to provide document imaging system services, at a cost not to exceed \$20,303, was approved.
7. Resolution Authorizing College Wide Imaging Solution from Accelerated Information Systems of Hicksville, New York, at a cost not to exceed \$64,581.00, was approved.
8. Resolution Authorizing Staff and Faculty Monthly Parking at 808 Pavonia Avenue, for Fiscal Year 2020, from SP Plus Parking of Jersey City, New Jersey, at a cost not to exceed \$77,560.00, was approved.
9. Resolution Authorizing Services for Fire Alarms for Fiscal Year 2020 from Johnson Controls of Rockaway, New Jersey, at a cost not to exceed \$45,000.00, was approved.
10. Resolution Authorizing Purchase of Security Cameras and Recording Equipment for 81 Sip Avenue Student Center Renovation Project from Johnston Communications of Kearny, New Jersey, at a cost not to exceed \$22,956.00, was approved.
11. Resolution Authorizing Award for a Fume Extraction System from Allegheny Educational Solutions Inc. of Tarentum, Pennsylvania, at a cost not to exceed \$7,102.00, was approved.
12. Resolution Authorizing Award for a Lathe from Allegheny Educational Solutions Inc. of Tarentum, Pennsylvania, at a cost not to exceed \$13,799.00, was approved.
13. Resolution Authorizing Award for a Computer Numerical Control from Allegheny Educational Solutions Inc. of Tarentum, Pennsylvania, at a cost not to exceed \$28,228.00, was approved.
14. Resolution Authorizing Agreement between Hudson County Community College and Ramapo College of New Jersey for HCCC students who earn an Associate of Science degree in Human Services Pre-Social Work ("Degree"), to have an opportunity to earn a Bachelor of Social Work from Ramapo College, was approved.
15. Resolution Awarding Maintenance Agreement for 29 Existing Sharp Multifunctional Printers/Copiers from Sharp Business Systems of Montvale, New Jersey, at a cost not to exceed \$17,869.00, was approved.
16. Resolution Rescinding Resolution #32 from June 11, 2019 Board of Trustees Meeting, was approved.
17. Resolution Amending Resolution #15 from August 14, 2018 Board of Trustees Meeting, was approved.

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

1. The resignation of a Senior Accountant was accepted.
2. Staff were appointed to the following positions: Associate Vice President for Academic Affairs; Library Associate; Admissions Advisor.
3. Appointments were made to the following Temporary Full-time Assignments Effective until December 31, 2019: Instructor, ESL, Non-tenure Track; Community College Opportunity Grant Tutor.
4. Appointments of New & Continuing Part-time Hires through October 2020 were approved.
5. Appointments of Fall 2019 New Hire Adjuncts were approved.
6. Resolution Authorizing the Continuation of the Award of Consultancy until August 30, 2010 for Savithamma Sanjoy ("Consultant"), at a cost not to exceed \$10,000, was approved.

The following actions were taken regarding **academic and student affairs** as brought forward by the Academic and Student Affairs Committee.

1. Proposed Agreement between Hudson County Community College and Ramapo College of New Jersey to offer an A.S. to B.S.W. Degree Pathway for HCCC Students, Effective Fall 2019, was approved.
2. Proposed Agreement between Hudson County Community College and Hudson County Schools of Technology for use of the Earl Byrd Center, was approved.

The following actions were taken concerning **new business**:

1. Resolution authorizing the Conferral of Trustee Emerita Title on Former Trustee Joanne Kosakowski, was approved.
2. Resolution Authorizing Award of Contract for Completion of Audit for Fiscal Year 2019, was approved.

Chairman Netchert made the following statement during new business.

The Reorganization Meeting is scheduled for November 26. Chairman Netchert asked President Reber to send the list of Board committees to members of the Board and ask which committees they would be interested in serving on.

The **meeting was adjourned** at 5:40 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.