

Summary of Proceedings
Reorganization Meeting and Regular Meeting of the
Board of Trustees
Tuesday, November 25, 2025
5:00 p.m., Mary T. Norton Board Room and via Zoom

Trustees Present: Edward DeFazio (Secretary/Treasurer); Frank Gargiulo; Stacy Gemma; Roberta Kenny; Vincent Lombardo; Jeanette Peña (Chair); Christopher Reber; Joanne Rivera (Student Alumni Representative); Lissa Santiago; Harold Stahl; and Frances Teabout.

Trustees Absent: Silvia Rodriguez.

Swearing in of New Trustees: Lissa Santiago was sworn in as a new member of the Board of Trustees.

Alumni/Student Representative: Joanne Rivera was sworn in as the new Student Alumni Representative to the Board of Trustees.

Annual Reorganization Meeting Call to Order: The annual reorganization meeting was called to order at 5:00 p.m. by Andrew Brown, Esq., Board Attorney.

The following **Trustees were elected as Board Officers** for the term extending through November 2026: Jeanette Peña, Chair; Edward DeFazio, Vice Chair; and Stacy Gemma, Secretary/Treasurer.

The Board Approved its Regular Meeting Schedule through November 2026. Meetings were scheduled for January 20, February 24, March 24, April 14, May 12, June 9, August 11, September 8, October 13, and November 24.

Members of Standing Committees and Ad Hoc Committees of the Board of Trustees for 2025

Executive Committee

Jeanette Peña(Chair)
Edward DeFazio (Vice Chair)
Stacy Gemma (Secretary/Treasurer)

Personnel Committee

Harold Stahl (Chair)
Edward DeFazio
Vincent Lombardo
Frances Teabout

Academic and Student Affairs Committee

Silvia Rodriguez(Chair)
Frank Gargiulo
Roberta Kenny
Frances Teabout
Joanne Rivera, Student Alumni Representative

Capital Projects Advisory Committee

Jeanette Peña (Chair)
Harold Stahl
Stacy Gemma
Lissa Santiago

Finance Committee

Jeanette Peña (Chair)
Edward DeFazio
Lissa Santiago

A Resolution authorizing the renewal of **General Legal Counsel Services** for 2025-26 to Scarinci Hollenbeck, LLC of Little Falls, New Jersey, was approved.

A Resolution authorizing a new contract for **Redevelopment Legal Counsel Services** for 2025-26 to McManimon, Scotland & Baumann, LLC, was approved.

The reorganization meeting was then adjourned and the trustees immediately reconvened to conduct the **Regular Monthly Business Meeting**.

Comments from the Public:

President of the Professional Association Michael Ferlise offered remarks.

Good evening, Trustees, President Reber, and members of the college community.

I'm Michael Ferlise, Assistant Professor of Sociology and President of the Professional Association (PA), the union that represents all full-time faculty at Hudson County Community College.

This past October, our union was honored to receive the New Jersey Education Association's (NJEA) highly competitive Jim George Collective Bargaining Award for Best Negotiated Contract of 2025. This recognition came from among K-12 and higher education institutions throughout the entire state of New Jersey. I believe we were one of eight or nine finalists out of 24 nominees.

To be eligible for the Jim George Award, a local association must meet one or more of the following criteria:

- Bargain one or more new contractual provisions not already found in other affiliates' contracts;
- Conduct an extraordinary community organizing effort that results in a settled agreement;
- Use the bargaining process to engage and elevate new members into leadership roles; or

College Commencement Committee Liaisons

Joanne Rivera, Student Alumni Representative

Foundation Liaison

Stacy Gemma

NJCCC Trustee Representative

Lissa Santiago

Ad Hoc Committees will be formed as needed.

- Achieve a particularly strong settlement in comparison to state averages, in salary increases, benefits, professional development, member protections, and salary guide best practices.

I am proud to say our contract fulfilled every single category.

Much of our work as a union is quiet, focused, and persistent. A great deal of thought and preparation went into crafting our 2025-2028 agreement. In total, we negotiated and agreed upon more than 40 proposals, a number that NJEA President Steve Beatty described during the awards ceremony as “extraordinarily high.”

He also emphasized that beyond the volume, the innovative quality of our agreement stood out to the committee.

Some of the highlights include:

- The inclusion of nursing faculty in our unit and the elimination of the former “lecturer” positions, an outcome of a dedicated PA Nursing Task Force;
- Increased release time for the union president, building upon previous agreements to support stronger organizational leadership;
- The design and implementation of an adjusted salary scale to ensure greater equity across membership;
- A Degree Recognition Clause and the development of new terms for online courses, both the result of collaborative PA and Center for Online Learning task forces;
- Provisions tied to the Hudson Scholars Mentoring Program, also noted for their forward-thinking design.

These were among many other achievements.

President Beatty stated our contract deserved greater study and attention as a model for other unions and colleges. These were moving and affirming words, spoken in a room full of experienced NJEA locals, state leaders, and national representatives.

While this award certainly celebrates the Professional Association’s hard work, it is also a recognition of our entire college and its sustained commitment to equity and partnership over the past seven years.

It does not escape me that this energy could have produced very different results in a less supportive environment. But that is not the case here, and it has not been for some time.

This award affirms that cooperative approaches, labor-management partnerships, and mutual respect for the dignity of labor are not only possible, they are more fruitful and more beneficial to the institution’s culture and well-being.

This also pushes back against the narrative we often hear from privatization advocates, those who say public colleges cannot simultaneously maintain strong unions and operate effectively. Our experience at HCCC proves otherwise.

Over the last seven years, we have demonstrated that strong, responsive unions, when operating within the right institutional environment and under the right leadership, can collaboratively and creatively help solve long-standing problems.

Our 2025 agreement, like the two preceding in 2019 and 2022, reflects this shared commitment. (And it’s worth noting: our 2019 contract also received the Jim George Award.)

Each contract has, in its own way, addressed the historically low faculty salaries that once defined our institution. These agreements helped lift morale and eliminate harmful, ingrained practices of the past.

Our new salary guide reflects both past and current equity adjustments, and, critically, all faculty, including new hires, are now recognized for their years of service, degree attainment, and academic rank. That is no small achievement.

I also want to briefly commend the college for a bold and uncommon commitment: unlike many institutions across the country, HCCC has increased, not decreased, tenure-track lines. This is essential for our academic health, student success, and long-term financial sustainability. It is a policy that deserves greater attention in national conversations.

Of course, there is always more to do, more issues to address, more things to advocate. But today's Hudson County Community College is a different and far better place to work than it was when I started nearly 20 years ago, in 2005. Our collective bargaining agreements are now being studied across the state for good reason.

In closing, I would like to reiterate: this Jim George Collective Bargaining Award is a shared achievement. It reflects our mutual commitments and is a point of pride for all of us, as a caring college community and a proud, public-serving institution.

Thank you.

SGA Senator Anu Bisht offered remarks.

My name is Anu. I am a second-year accounting student here, and I am set to graduate next spring. Recently, I had the honor of attending one of the convenings at Harvard with Dr. Reber.

I had the opportunity to work on a project, share my opinions, and meet many college leaders from across the country. There was one observation I noticed across the board that was very common at other institutions, but that does not happen at our college. I wanted to bring this up during Pizza with the President, but I was unable to attend, so I wanted to share it with you today.

I would highly request, President Reber, that you consider having a one-on-one meeting with the SGA President every month, even if it is just for thirty minutes. I believe this would be very helpful for the student community across campus.

Thank you so much. That is all I wanted to say.

Report:

1. Student Government Association President's Report

Student Government Association President Rifaya Dubash Khajamohideen offered the following report.

Good evening, everyone. For those who do not know me, my name is Rifaya Dubash Khajamohideen, and I am the President of the Student Government Association (SGA). I am here to share updates on the activities of our student clubs and organizations this semester, as well as information from the SGA. I am excited to highlight all the great work happening on campus.

Before I begin, I would like to take a moment to acknowledge and introduce the members who are here with me today. Our senators, Anu Bisht, Kenya Sandobo, Erin Garcia, and, finally, our newly joined senator, Emily Martinez.

I want to thank you all for being here today and for the hard work you do behind the scenes every day.

I would like to begin updates with the Teacher Education Club. They will be ending the semester with a Christmas celebration on December 13.

Next, the Student Programming Board (SPB) is continuing to support student life with several upcoming events. Cozy Café will take place on December 2, followed by Final Fuel on December 9.

There is also a collaboration between the Health and Medical Science Club, the Gold Student Leadership Opportunity Code (Gold SLO Code), the SGA, the Mental Health Counseling and Wellness Center, and the Office of Veterans Affairs, hosting a De-Stress for Finals workshop on December 2 from 12:00 p.m. to 2:00 p.m. in the Journal Square Student Center Lounge.

The American Chemical Society (ACS) has had a very active semester. On October 22, they celebrated National Chemistry Week with a livestream event titled *The Hidden Life of Spices*, which connected chemistry with food science. On October 25, they collaborated with the Art Club on a trip to the New York Botanical Garden. On October 27, they hosted a Halloween-themed slime experiment. Most recently, on November 8, they attended an environmental chemistry conference at Hofstra University.

Phi Theta Kappa (PTK) partnered with Gold SLO Code to host two movie nights on both campuses. PTK is also running a toy drive in collaboration with the Business and Accounting Club, the Office of Institutional Engagement and Excellence, Teacher Education, and the Student Parent Alliance. They will be part of the Winter Wonderland event on December 13 and are also planning an event for their Honors in Action program.

The Model United Nations Club is working on informational tabling events. Kultura recently hosted a Karaoke Night in collaboration with Girls Who Organize (GWO).

The Culinary Club supported the college's 50th Anniversary Museum opening by providing pastries and beverages.

Lastly, SGA has been focused on building stronger connections with students. We hosted a Halloween night gathering on October 30. On November 25, we held a Get to Know Your SGA event in collaboration with the Office of Institutional Engagement and Excellence, as well as a Holiday Hangout with professors alongside the Professional Association. Both events were designed to support students academically and socially as we wrap up the semester.

To conclude, I want to express my pride in all our clubs and organizations. They have worked very hard this semester, and each group has shown an incredible commitment to creating community, supporting students, and making our campus a more welcoming place.

As this is our last Board of Trustees meeting before the end of the semester, I would like to sincerely thank all of you for your continued support of our students and organizations. We have accomplished so much because we know our efforts are valued and encouraged.

With the festive season approaching, I hope everyone finds time to rest and celebrate. Thank you.

2. All College Council Chair's Report

All College Council Chair Benny Youssef offered the following report.

Good evening to the trustees. I am delivering this report as the current Interim Chair of the All College Council (ACC).

Earlier this month, Fernando Garcia resigned his chairship due to time constraints after running a hard-fought campaign for City Council. We thank him for all the hard work he put in during his time as Chair.

I am also grateful to my colleagues: Irma Williams is the current Interim Vice Chair, and Sarah Teichman is currently serving as Interim Secretary of the ACC. They are ensuring the continued mission and operations of the Council, and they have my sincere gratitude.

In my initial communications to the wider ACC community, I stressed that the ACC is a democratic entity with elected leadership, and that equity and transparency remain top priorities. As a result, we are currently conducting a special election.

The initial nomination period ended on November 17. We have identified candidates for each position, and voting began on November 24. Voting will close on December 2, and the results will be announced at the December 3 All College Council General Meeting, which will take place at 3:30 p.m. in the Scott Ring Room. All are welcome to attend.

I would like to thank Dr. Ara Karakashian for helping facilitate the election and its infrastructure. I also want to thank all of our standing committee chairs for their continued support and dedication. With that, I will move into the committee reports.

Under Dr. Christopher Cody's leadership, the Development and Planning Committee continues to collaborate with Advancement to support the department's mission by exploring the viability of an All College Council-sponsored student scholarship. Additionally, in his capacity as Chair, Dr. Cody recently recorded a Giving Tuesday testimonial. The committee has also created a how-to document to retain institutional knowledge and pass it on to the next generation of leaders who rotate every two years. We are hoping to adopt this model across all standing committees.

Under the leadership of Dr. Robert Kahn, the Technology Committee has confirmed its intention to increase community awareness of enterprise applications by launching a comprehensive website. The committee continues to develop training materials to enhance student awareness and proficiency with Chromebooks. Finally, the Technology Committee plans to host a technology how-to event in the spring, leveraging strong internal partnerships to best assist students with their technology needs.

For College Life, Paula JnoVille Roney's team is busy preparing for the holiday party. I am excited to announce that this year's event is scheduled for Thursday, December 11, from 4:00 p.m. to 7:00 p.m. The theme this year is *Glam Chic*, and there will be an abundance of food, merriment, and music.

Under the leadership of Dr. Kade Thurman and Dr. Jeanne Baptiste, the Faculty Senate continues its important work. The universal grading policy was voted on and passed at the October ACC meeting. A presentation and vote on the incomplete policy is scheduled for the December meeting. Additionally, a presentation and vote on the children on campus policy is planned for the first ACC meeting of the spring semester on January 28.

For Space and Facilities, Professor Inez Cruz's team has made exciting progress on campus wayfinding. Installation of new light-emitting diode display signs is underway as part of the broader wayfinding initiative. Additionally, due to the committee's diligence and strong collaboration with the College, traffic patterns at the parking stackers have become much more organized, allowing for easier pedestrian and vehicle flow. The committee is also working with internal partners to assist with and ensure Occupational Safety and Health Administration (OSHA) compliance training in the spring.

Under the leadership of Ariana Calle, the Student Affairs Committee is meeting with various offices to gain a deeper understanding of their processes for supporting students in Continuing Education and Workforce Development (CEWD). They are considering a General Resolution (GR) in the spring semester to formalize these efforts. The committee is increasing student representation on college-sanctioned committees and meetings. Finally, I am excited to announce that Hudson Helps was awarded more than \$50,000 through the Hunger-Free Campus Grant to continue addressing student food insecurity.

This concludes my committee reports. I would like to thank everyone who made this report possible, including but not limited to Interim Vice Chair Irma Williams, Interim Secretary Sarah Teichman, all committee chairs, all members of the ACC, Dr. Reber, Cabinet, and the entire college community.

3. President's Report

President Reber offered the following report.

Good evening, Trustees, Hudson County Community College 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, Africa, India and Pakistan, and throughout 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.

Benny and Rifaya, thank you for your reports and your leadership.

I would like to add my warm welcome this evening to our newest Trustee, Lissa Santiago.

Lissa is no stranger to Hudson County Community College (HCCC). She is a proud HCCC alumna and holds an Associate Degree in Child Care Education, in addition to bachelor's and master's degrees from New Jersey City University (NJCU) and Seton Hall University.

Trustee Santiago is an active member of our HCCC Latino Advisory Council, for which we are enormously grateful. She serves as Assistant Principal of Martin Luther King Jr. School No. 11.

Lissa is a longtime resident of Jersey City and is well known for her volunteer work in community outreach programs, cultural events, and holiday food drives. She is a passionate advocate for underprivileged community members and founded the Lissa Santiago Foundation last year.

Lissa, welcome to the Hudson County Community College Board of Trustees!

Trustee Lissa Santiago offered remarks.

It is an honor for me to be sworn in this evening into the Hudson County Community College Board.

You said it all, Dr. Reber. As a mother, an educator, and a resident of Hudson County, I am truly grateful. I look forward to working collaboratively with all of you, faculty, staff, students, and the community.

I would also like to take this opportunity to thank Dr. Doria, who served on this Board for approximately six years, for his service and dedication.

I look forward to working with all of you to make decisions that will best serve our students, faculty, and community.

Thank you again, Dr. Reber. Thank you all.

President Reber resumed his remarks.

Thank you, Trustee Santiago.

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Lissa succeeds Trustee Joseph Doria, whom we thank for his service, wise counsel, and support of the Board of Trustees during the past six years. On behalf of the Board, I have sent Joe a letter of thanks and a plaque expressing our deep appreciation.

It is also a great pleasure to welcome our 2025–26 Alumni Representative to the Board of Trustees, Joanne Rivera.

Joanne graduated last December with an Associate of Arts degree in Elementary and Secondary Education and currently serves as Coordinator of Student Life and Leadership here at Hudson County Community College.

She was a member of the Phi Theta Kappa Honor Society, the National Society of Leadership and Success, and the Tri Alpha Honor Society, in addition to numerous other college involvements. Joanne was named to the Dean's List and was the recipient of the Educational Opportunity Fund (EOF) Outstanding Academic Achievement Award, among other honors.

Joanne is the mother of a beautiful daughter, Serenity, who accompanied her onto the stage at last May's Commencement Ceremony at Sports Illustrated Stadium in Harrison. It was a moment of inspiration and celebration for everyone.

Joanne, welcome to your first meeting of the Board of Trustees. We all look forward to your service during the coming year.

Joanne Rivera offered remarks.

Thank you. My name is Joanne Rivera. I am proud to be selected as the new student alumni representative, and also to represent the often underrepresented, yet growing, demographic of student parents.

I want all student parents to know that being a parent is not a barrier, it is a superpower, and that you, too, can graduate and earn a degree.

I am grateful to work alongside such wonderful people here and to bring my experience as a student parent to the table, as we continue to make Hudson feel like home.

Thank you so much.

President Reber resumed his remarks.

We also thank Lisa Camacho, who served with dedication as the Student Alumni Representative to the Board of Trustees over the past year.

Lisa, on behalf of the Board of Trustees, we are delighted to present you with this memento, which reads:

Lisa Camacho
Trustee Student Alumni Representative
From Your Friends at Hudson County Community College
You Made a Difference!
November 2024 – October 2025

Thank you so much.

Lisa Camacho offered remarks.

I'd just like to thank everyone on the board the Academic and Student Affairs Committee, and the Commencement Committee. It was amazing and an honor to work with you all and get to know our amazing college and what keeps it running behind the scenes.

And, I'd like to thank my mom, who's here.

I've been at these meetings since I was Student Government President, giving my monthly reports, and then my transition to Student Alumni Trustee. So thank you, thank you all!

President Reber resumed remarks.

This evening, I have invited Associate Vice President for Academic Affairs and Assessment, Dr. Heather DeVries, and Professor of Biology, Dr. Nadia Hedhli, to offer an update on their leadership of our Middle States Commission on Higher Education (MSCHE) Reaffirmation of Accreditation process.

Trustees, as you are aware, Heather and Nadia are working with faculty, staff, and students across the College who will write our Self-Study, which addresses the College's outcomes and compliance associated with each of the Middle States' seven Standards for Accreditation. Heather and Nadia, thank you so much.

Dr. Heather DeVries offered the following remarks.

My name is Heather DeVries, and, since 2021, I have had the distinct pleasure of serving as Hudson County Community College's Accreditation Liaison Officer (ALO). As we entered our self-study process over the summer, I also began serving as co-chair of the self-study process, alongside my amazing colleague, Dr. Nadia Hedhli. Together, we are pleased to present an update this evening on our progress toward reaffirmation in 2028.

The Middle States Commission on Higher Education (MSCHE) is our institutional accreditor. Several years ago, these organizations were referred to as regional accreditors, but they are now known as institutional accreditors. Institutional accreditors are recognized by the United States Department of Education, which serves a very practical purpose in that it allows us to access Title IV federal financial aid funding.

Accreditation also serves a more philosophical purpose. It allows us to step back, reflect, and assess how well we are fulfilling our mission and delivering a high-quality educational experience for our students.

We last completed our reaffirmation process in 2019, and we were reaffirmed with no required follow-up work, which is the best possible outcome and remains our goal for this process as well. That reaffirmation in 2019 truly set the stage for significant innovation and outstanding work across the College, enabling us to establish a strong national presence and leadership in many areas. This is a tone we want to maintain and a momentum we aim to sustain moving forward.

Similar to 2019, Middle States continues to operate under seven standards for accreditation. Since that time, however, there have been light revisions within each standard's criteria. These revisions emphasize innovation, data-informed decision-making, and student success, all of which align well with the work we have accomplished since 2019.

This is the logo for our 2028 reaffirmation process, which intentionally reflects the idea of a cycle. Reaffirmation is a continuous process focused on ongoing improvement. At any point, one can enter the cycle and move through its phases. Celebration and reflection are key components of this cycle, and they align beautifully with the College's 50th anniversary, which coincides with the launch of our

self-study process. This gives us the opportunity to celebrate, reflect, and then move forward with an honest assessment and renewed innovation.

Our self-study is a three-year process, and we are currently in year one, semester one. The process evolves over time and includes multiple phases. Dr. Hedhli and I began this work over the summer and early fall by attending the Middle States Self-Study Institute. We then formed working groups, which Dr. Hedhli will discuss shortly. We have also completed our self-study design, which is on the agenda this evening for approval.

This first year is focused on setting the stage and establishing a strong foundation. Our goal is to ensure that everyone is aligned, familiar with the seven standards and their criteria, and actively engaged in collecting evidence that demonstrates compliance.

Year two will focus on writing the self-study chapters and analyzing how the evidence demonstrates compliance with the standards through the lens of institutional priorities. Year three will involve finalizing the document, welcoming our visiting team chair, and hosting the evaluation team visit in spring 2028. While the process is extensive, we are in the early stages and are well ahead of schedule on our initial milestones.

To date, we have achieved a great deal. We attended the Self-Study Institute, identified and met with the steering committee, and established strong participation across the College, with nearly 100 members representing a wide range of areas. We have met once with the steering committee and twice in person with the working groups, with strong engagement at each meeting.

We have also met with our Middle States Vice President and Staff Liaison. Each institution is assigned a staff liaison who serves as a guide and resource throughout the process. Dr. Suzan Harkness was recently appointed as our liaison, and we will be hosting a visit in the spring.

Finally, we completed the self-study design, which has been reviewed by President Reber, the Cabinet, the Steering Committee, and the working groups.

At this time, I will turn it over to Dr. Hedhli.

Middle States Standard	Standard Title	Faculty Co-Chair	Administrative Co-Chair
Standard I	Mission and Goals	Lauren Drew, Assistant Professor of English as a Second Language (ESL)	Jennifer Valcarcel, Associate Dean for Career and Transfer Pathways
Standard II	Ethics and Integrity	Dr. Salim Bendaoud, Professor of Biology	Amalaah Ogburn, Director of Faculty and Staff Development
Standard III	Design and Delivery of the Student Learning Experience	Alison Bach, Associate Professor of English	Matthew LaBrake, Executive Director, Center for Online Learning
Standard IV	Support of the Student Experience	Sharon Daughtry, Instructor of Business	Dr. Bernadette So, Dean of Student Success
Standard V	Educational Effectiveness and Assessment	Dr. Gabriel Holder, Instructor of Medical Billing and Coding	Dr. Burl Yearwood, Dean of Science, Technology, Engineering, and Mathematics (STEM)

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Standard VI	Planning, Resources, and Institutional Improvement	Dr. Fatma Tat, Associate Professor of Chemistry	Elana Winslow, Associate Professor of Business
Standard VII	Governance, Leadership, and Administration	Dr. Peter Conrath, Professor of Business	Irma Williams, Associate Registrar

Dr. Nadia Hedhli offered remarks.

Good afternoon, everyone. At the beginning of fall 2025, the self-study co-chairs were selected from the college community based on their years of experience, involvement with prior self-studies, and areas of expertise. For each of the standards, we have two co-chairs: a faculty co-chair and an administrative co-chair.

In addition to the co-chairs, we also have other members supporting the process, including Alexa Riano, Senior Executive Assistant to the President; John Urgola, Associate Vice President for Institutional Research and Planning; Aycha Edwards, Director of Institutional Research and Planning; Dr. Katy-Ann Blacker, Associate Director of Institutional Research and Planning; and Vamsi Samudrala, Data and Reporting Coordinator.

As Heather explained, we have completed our self-study design. The self-study design serves as a roadmap that we will use as we conduct the self-study. It includes an overview of the College and describes the institutional priorities that will be addressed in the self-study. These priorities are student success, institutional engagement and excellence, a culture of care, and upward social and economic mobility.

We also outline the intended outcomes of the self-study. First, we must demonstrate compliance with the seven standards. Second, through this process, we hope to identify specific outcomes for Hudson County Community College that will open new avenues and opportunities for the institution moving forward.

The design also outlines the organization and responsibilities of the Steering Committee, including its key deliverables. It includes guidelines for reporting, outlining how the Steering Committee and working groups will report to the co-chairs, as well as how the self-study chapters will be organized for each of the seven standards.

We incorporated a detailed timeline that outlines goals across the three-year process. A communication plan is also included. We will continue to update the College community through multiple venues, including Town Halls, the All College Council, Board meetings, and a presentation on College Service Day. We are currently designing a website where updates and completed documents will be shared with the College community.

The design also includes annual institutional updates and indicator metrics, such as financial health, enrollment trends, and graduation rates. We have also developed an evidence inventory strategy that outlines how data will be organized as it is collected from the Office of Institutional Research. This shared evidence repository will be critical to the work of all groups.

Finally, the design includes a strategy for the self-study site visit, identifying the locations that will be visited by the evaluation team as we move toward completion of the self-study.

Looking ahead to spring 2026, our next steps include communicating broadly with the College community about the self-study design. We will host our first self-study preparation visit with Dr. Suzan Harkness on February 17. The day will begin with Heather and me meeting with Dr. Harkness, followed by meetings with the President and members of the Board. She will also meet with the co-chairs and working groups, and we will conclude with an open forum for faculty, staff, and students.

Working groups will continue to collect evidence and begin documenting how that evidence meets the standards, using lines of inquiry, marking our transition into the early stages of writing.

Thank you all for your attention. We are happy to take questions now, or you can also reach us by email at HudsonSelfStudy2028@hccc.edu. We welcome your feedback and truly appreciate your engagement. Thank you.

President Reber resumed remarks.

Dr. DeVries and Dr. Hedhli, thank you for your strong leadership of this exceedingly important process that will continue through June of 2028.

We also look forward to the Hudson County Community College Foundation's 28th Annual Holiday Gala on Thursday, December 4, beginning at 6:00 p.m. in the Culinary Conference Center.

This year, we are delighted to honor Provident Bank and Horizon Blue Cross Blue Shield for their long-standing support of the College, along with a special celebration of the College's 50th Anniversary.

As always, our Gala will showcase our award-winning Culinary Arts programs, students, faculty, and staff, along with members of our HCCC family in the Schools of Humanities and Social Sciences, Nursing and Health Professions, and Science, Technology, Engineering, and Mathematics (STEM).

We thank Vice President Nicole Johnson, Dean Ara Karakashian, the Culinary Arts faculty and students, our Foundation Directors, and the many others working diligently to make this a truly special evening and to raise scholarship funding for our deserving students.

Trustees, this concludes my report.

Have a safe and enjoyable Thanksgiving holiday, everyone!

Regular Monthly Reports and Recommendations

1. The Minutes of the Regular Meeting of October 14, 2025 were approved.

2. Gifts, Grants, and Contracts Report

Hudson County Community College has received the following grants:

Title: Center for Adult Transition

Agency: Office of the Secretary of Higher Education (OSHE)

Purpose of Grant: FY 2026 Funding for the HCCC Center for Adult Transition

College Administrators: Lori Margolin

College Contribution: \$0

Award Amount: \$105,882

Title: Shipyard Workforce Development and Training Program in Collaboration with Bayonne Dry Dock

Agency: New Jersey Department of Labor and Workforce Development

Purpose of Grant: Develop a Workforce Training Program

College Administrators: Lori Margolin

College Contribution: \$0

Award Amount: \$1,000,000

Title: Mental Health and Wellness Mini-Grant

Agency: NJ Council of County Colleges (NJCCC)

Purpose of Grant: The grant aims to support campus-based mental health and wellness events designed to increase awareness about mental health and wellness and reduce stigma for students and other college community members.

College Administrators: Doreen Pontius

College Contribution: \$0

Award Amount: \$1,125

Title: Career Services Enhancement/Transformation Project

Agency: Bank of America Charitable Foundation

Purpose of Grant: HCCC will expand its award-winning Gateway to Innovation (GTI) program to increase experiential learning opportunities for non-credit credential seeking students, including paid internships that create pathways to high quality careers in financial services and technology sectors.

College Administrators: Anita Belle

College Contribution: \$0

Award Amount: \$150,000

Title: FY 2026 Hunger-Free Campus Act Grant

Agency: Office of the Secretary of Higher Education (OSHE)

Purpose of Grant: The grant funding shall be used to address student hunger, leverage more sustainable solutions to address basic food needs on campus, raise awareness of currently offered campus services that address basic food and hygiene needs, and continue to build strategic partnerships at the local, state, and national levels to address food insecurity among students.

College Administrators: David Clark, Katherine Acosta and Ariana Calle

College Contribution: \$0

Award Amount: \$52,500

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 Replacement of the Audio System in the Follett Lounge to be funded from the operating budget at a cost not to exceed \$42,963 was approved.

2. Resolution Authorizing Renewal of Association of College and University Educators (ACUE) Partnership to be funded from the operating budget at a cost not to exceed \$120,000 was approved.
3. Resolution Authorizing Renewal of Student Services and Advising Platform to be funded from the operating budget at a cost not to exceed \$267,325 was approved.
4. Resolution Authorizing Renewal of Document Imaging Software to be funded from the operating budget at a cost not to exceed \$103,258 was approved.
5. Resolution Authorizing Renewal of Microsoft Volume Licensing Agreement to be funded from the operating budget at a cost not to exceed \$88,853 was approved.
6. Resolution Authorizing Renewal of WebEx License to be funded from the operating budget at a cost not to exceed \$44,352 was approved.
7. Resolution Authorizing Lease Renewal of Mail Inserting System to be funded from the operating budget at a cost not to exceed \$172,418 was approved.
8. Resolution Awarding Renewal of Maintenance Agreement for Sharp Multifunctional Printers/Copiers to be funded from the operating budget at an estimated annual cost of \$80,000 was approved.
9. Resolution Authorizing Renewal of Electric Supply Service Agreement to be funded from the operating budget was approved.
10. Resolution Authorizing Renewal of Title V Evaluator to be funded by the Golden Door/La Puerta Dorada Grant at a cost for a total cost of \$50,625 was approved.
11. Resolution Authorizing Renewal of Review and Testing Course for Registered Nursing Program to be funded by the Carl D. Perkins Grant at a cost not to exceed \$180 per academic term per student was approved.
12. Resolution Authorizing Renewal of Bloomberg Terminal Software to be funded by the Carl D. Perkins Grant at a cost not to exceed \$108,308 was approved.
13. Resolution Authorizing Sale of Personal Property, with the amount of the contract anticipated to be less than 20% of the College's bid threshold, was approved.
14. Resolution Authorizing Sponsorship of the Annual Foundation Gala to be funded from the operating budget at a cost not to exceed \$26,000 was approved.
15. Resolution Authorizing the 2025 Audit was approved.

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

1. The separation of a Facilities Worker was approved.
2. The retirement of an Associate Director, Supply Chain and Logistics, Center for Workforce Development, was approved.
3. The resignations of an Academic Counselor, Hudson Scholars; Director, Patron Services; and Administrative Assistant, Nursing were accepted.
4. Appointments of Full-time Staff were approved.
5. Appointments of Temporary Full-time Staff were approved.

*Summary of Proceedings of the Board of Trustees Meeting
November 25, 2025*

6. Authorizations of Part-time Staff through November 2026, as needed, were approved.
7. Appointments of New Hire Adjunct Instructors were approved.
8. The following Modifications to the Staffing Table were approved:

Current Approved Title	New Title/Classification	Incumbent	Current Salary Grade	New Salary Grade	Current Salary	New Salary	Effective Date
College Lecturer, Nursing	Instructor, Nursing, Tenure-track	Griselda Frane	N/A	N/A	N/A	N/A	August 16, 2025
College Lecturer, Nursing	Instructor, Nursing, Tenure-track	Carmen Pelardis	N/A	N/A	N/A	N/A	August 16, 2025
College Lecturer, Nursing	Instructor, Nursing, Tenure-track	Nancy Saliba	N/A	N/A	N/A	N/A	August 16, 2025
Administrative Support Specialist, Student Life and Leadership	Administrative Assistant, Student Life and Leadership	Delfin Ganapin III	105	108	\$45,129	\$56,745	December 1, 2025
Basic Needs Social Worker	Basic Needs Counselor	Kadira Johnson	111	113	\$54,538	\$58,815	December 1, 2025

9. Resolution to Approve Settlement Agreement and Release was approved.

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

1. Resolution Authorizing Memorandum of Understanding (MOU) Between Hudson County Community College (HCCC) and Saint Peter's University (SPU) for the CONNECT Program was approved.
2. Resolution Authorizing Memorandum of Understanding (MOU) Between Hudson County Community College (HCCC) and Stevens Institute of Technology was approved.
3. Resolution Authorizing Agreement Between Hudson County Community College (HCCC) and New Jersey Council of County Colleges (NJCCC) for College Readiness Now XII was approved.
4. Resolution Authorizing Affiliation Agreement Between Hudson County Community College (HCCC) and Peace Care St. Ann's for Internship Experiences in Human Services was approved.
5. Resolution Authorizing Affiliation Agreement Between Hudson County Community College (HCCC) and CareWell Health Medical Center for Clinical Experiences in the Registered Nursing Program was approved.
6. Resolution Authorizing Affiliation Agreement Between Hudson County Community College (HCCC) and Saint Mary's General Hospital for Clinical Experiences in the Registered Nursing Program was approved.
7. Resolution Authorizing Affiliation Agreement Between Hudson County Community College (HCCC) and RWJ Barnabas Health/Jersey City Medical Center was approved.
8. Resolution Authorizing Affiliation Agreement Between Hudson County Community College (HCCC) and RWJ Barnabas Health/Jersey City Medical Center Orthopedic Care was approved.
9. Resolution Authorizing Affiliation Agreement Between Hudson County Community College (HCCC) and RWJ Barnabas Health/Jersey City Medical Center Orthopedics was approved.

10. Resolution Authorizing Affiliation Agreement Between Hudson County Community College (HCCC) and RWJ Barnabas Health/Jersey City Medical Center Outpatient Services at Colony Plaza was approved.
11. Resolution Authorizing Experiential Education Affiliation Agreement Between Hudson County Community College (HCCC) and Fairleigh Dickinson University (FDU) was approved.
12. Resolution Authorizing Affiliation Agreement Between Hudson County Community College (HCCC) and Englewood Hospital and Medical Center for Clinical Experiences in the Medical Assisting Program was approved.
13. Resolution Authorizing Memorandum of Understanding (MOU) Between Hudson County Community College (HCCC) and Starteryou, Inc., was approved.
14. Resolution Authorizing Renewal of Memorandum of Understanding (MOU) Between Hudson County Community College (HCCC) and the County of Hudson Department of Health and Human Services Office of Inclusion and Accessibility, Jersey City Board of Education, Hudson Community Enterprises, and New Jersey Division of Vocational Rehabilitation Services for the Delivery of the Project SEARCH Program at the Journal Square Campus was approved.
15. Resolution Authorizing Renewal of Memorandum of Understanding (MOU) Between Hudson County Community College (HCCC) and the County of Hudson Department of Health and Human Services Office of Inclusion and Accessibility, Hudson Community Enterprises, and New Jersey Division of Vocational Rehabilitation Services for the Delivery of the Project SEARCH Program at the North Hudson Campus was approved.
16. Resolution Authorizing Memorandum of Understanding (MOU) Between Hudson County Community College (HCCC) and ConnectOne Bank was approved.
17. Resolution Authorizing Hudson County Community College's Self-Study Design Document for Submission to the Middle States Commission on Higher Education (MSCHE) was approved.

There was no **New Business**.

The **meeting was adjourned** at 5:55 p.m.

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