

Item #5038 – Membership Applications

1. Hudson County Community College – Jersey City, New Jersey
 - a. Region 15
 - b. Division III
 - i. Men’s and Women’s Basketball
 - c. President: Dr. Christopher Reber
 - d. Athletic Director: Jonathan Sisk
 - e. Effective Dates:
 - i. Year 0 – 2026-27
 - ii. Year 1 – 2027-28
 - iii. Year 2 – 2028-29

[Link to additional documentation provided](#)

Form Name: NJCAA New Member Application
Submission Time: September 23, 2025 5:43 pm
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NJCAA New Member Application

Institution Name	Hudson County Community College
Institution Address	81 Sip Avenue Jersey City, NJ 07306
Institutional Website	www.hccc.edu
Which regional organization is your institution accredited by?	Middle States Commission on Higher Education (MSCHE)
Name	Jonathan Sisk
Phone	(864) 992-4259
Email	jsisk@hccc.edu
Name	Liliam Hogan
Phone	(201) 360-4055
Email	ap@hccc.edu
Academic Calendar at Institution	Semester
Is your institution	Public
How many sports do you plan to offer in your first year of competition?	4
1 - Sport to be offered	Men's Basketball
Division	Division III
2 - Sport to be offered	Women's Basketball
Division	Division III
3 - Sport to be offered	Men's Court Volleyball
Division	Division III
4 - Sport to be offered	Women's Court Volleyball
Division	Division III

Has your institution had previous athletic membership with any governing body/organization? Yes

If yes, please explain.

To my understanding Hudson County Community College had an NJCAA membership in the early to mid 1990's. The athletics program was cut completely in the mid to late 1990's and there has been no athletics programming in the interim.

What year is your institution requesting to begin NJCAA membership?

2027-2028

Why is your institution seeking NJCAA Membership?

Hudson County Community College is adding athletics to their offerings to add to the rich student-centered atmosphere of the College. There is a long history of advocacy for bringing athletics to Hudson County Community College from the community, student body, staff and faculty. The College is expanding and growing including the construction of the Student Success Center in downtown Jersey City that will house a competition gymnasium, walking track, fitness center, locker rooms and athletic training facility in addition to academic spaces. Joining the NJCAA is the natural progression as it is the leading governing body for two-year intercollegiate athletics and provides regional and national exposure, awards and championship opportunities to the students of Hudson County Community College.

What value does your institution bring to the current NJCAA membership?

Hudson County Community College is a strong community college that is growing and increasing in size with an upward trend in enrollment. Hudson County is a prime location that includes the population center of Jersey City as well as Hoboken, Bayonne, Union City and North Bergen. The population served is over 720,000, however the exceptional public transit system allows for service to be provided to residents of New York City and Newark as well. Hudson County Community College is constructing a state of the art athletics facility that will include a competition gymnasium, walking track, fitness center, locker rooms and athletic training facility that will be a valuable addition to the schedules of other NJCAA institutions, specifically those of Region 19 members. In recent years Region 19 has lost membership and the addition of Hudson County Community College as a consistent opponent and dues payer will benefit both Region 19 and the NJCAA.

Athletics is well funded and institutionally supported which are paramount to being a consistent and reliable member of any athletics association or conference. The Office of Athletics is part of the College's Strategic Plan with the goal of hosting 10 total athletics programs over 6 years with the intention to grow and become a well-respected member of the NJCAA community.



Hudson County Community College Campus Visit Review

Campus Visit Committee’s Rubric Summary

Facilities

Average: 3.2 / 4

Facilities — Sub-Category Averages

Training Room	2.8
Weight Room / Fitness	3.2
Locker Rooms	2.6
Indoor Facilities	3.2
Outdoor / Shared Facilities	2.4
Maintenance Plan	2.7
Security of Facilities	3.4
Emergency Action Plans	3.6
Meet NJCAA Standards	3.4

Safety & Student Welfare

Average: 3.6 / 4

Safety & Student Welfare — Sub-Category Averages

Transportation	3.6
Documentation Collection / Storage	3.2
Advising	3.4
Compliance	3.6
Academic Support (Study Tables, Tutoring, Tracking)	3.6
Online vs. In-Person Learning	3.2

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Budget & Financial Planning

Average: 3.3 / 4

Budget & Financial Planning — Sub-Category Averages

Funding Model	3.2
Recurring vs. Stand-Alone Funds	3.0
Annual Budgets vs. Start-Up Costs	3.2
Fundraising	3.0
Financial Aid / Scholarships	3.4
Insurance	3.0

Athletics & Institutional Strategic Plan

Average: 3.7 / 4

Athletics & Institutional Strategic Plan — Sub-Category Averages

Athletics Strategic Plan	3.6
Recruiting Plan / Roster Size	3.2
Facility Improvements / Future Plans	3.4
Future Sport Offerings	3.4
Website	3.0
Institutional Strategic Plan	3.8
Institutional Mission Statement	3.8

Staffing

Average: 3.2 / 4

Staffing — Sub-Category Averages

Overall Staffing Plan (FT vs PT)	3.2
Full-Time Athletic Director	3.8
Compliance Staffing	3.4
Sports Information Director	2.2



Athletic Trainer	3.0
Game Day Management	3.2
Additional Administrative Support	3.2
Athletic Academic Advising	3.4
Coach-to-Student Athlete Ratio	3.2
Job Descriptions	3.4

Handbooks, Policies & Governance

Average: 3.5 / 4

Handbooks, Policies & Governance — Sub-Category Averages

Student & Student-Athlete Handbooks	3.2
Campus Code of Conduct	3.6
Athletic Department Rules	3.6
Campus Resource Guide	3.4
Athletic Department Philosophy	3.6
Institutional Academic Requirements	3.6
Media / Public Relations	3.0

📌 Highest-rated subcategories:

- Institutional Strategic Plan (3.8)
- Institutional Mission Statement (3.8)
- Full-Time Athletic Director (3.8)
- Emergency Action Plans (3.6+)

📌 Lowest-rated subcategories:

- Sports Information Director (2.2)
- Outdoor Facilities (2.4)



- Locker Rooms (2.6)

📊 **Overall pattern:**

Scores cluster between 3.2–3.6, indicating strong readiness with predictable, start-up related constraints rather than systemic risk.

Strengths vs. Opportunities Matrix

Strengths

- Strong institutional and presidential support for athletics
- Full-time Athletic Director with NJCAA experience
- Athletics embedded in institutional strategic plan and mission
- New indoor athletic facility with comprehensive design
- Well-developed Emergency Action Plans and campus security
- Charter transportation model for team travel
- Robust academic advising, tutoring, and grade tracking systems
- Clear compliance understanding and eligibility oversight
- Multi-year athletics growth and sport expansion plan
- Solid start-up funding and capital investment

Opportunities

- Limited locker room capacity for teams, officials, and visitors
- No permanent outdoor athletic facilities
- Heavy reliance on the Athletic Director for SID responsibilities
- Inconsistent athletic trainer coverage, especially for practices



- Lack of dedicated strength and conditioning supervision
- Long-term sustainability of the \$2 per credit hour student fee
- Need for catastrophic injury insurance coverage
- Fundraising model is still in early development
- Advising model could benefit from a designated athletics liaison

Big Picture Takeaway

Across all five reviewers, there is **strong consensus** that the institution is **well prepared to launch athletics**, with particular strengths in **leadership, facilities planning, academic support, and institutional commitment**. The most consistent opportunities for improvement relate to **long-term scalability** — locker rooms, outdoor facilities, staffing depth, fundraising structure, and insurance coverage.

Recommended Follow-Up Conditions & Action Items

Facilities

- Reassess locker room usage and capacity within the first two competitive seasons
- Formalize long-term agreements for outdoor sport venues
- Develop a contingency plan if facility expansion timelines shift

Safety & Student Welfare

- Implement daily enrollment and eligibility alerts (drop-below-12 and dropped-all-courses)
- Explore web-based document and compliance management platforms
- Identify or designate an athletics-specific advising liaison

Budget & Financial Planning



- Reevaluate the student athletic fee model within 2–3 years
- Establish a formal fundraising plan with benchmarks and staffing support
- Secure catastrophic injury insurance coverage prior to full competition

Staffing

- Develop a phased plan for Sports Information support beyond the AD
- Ensure consistent athletic trainer coverage for both games and practices
- Address strength and conditioning supervision as sport offerings increase

Governance & Operations

- Require annual review and acknowledgment of student-athlete handbooks
- Conduct regular compliance audits as the department grows
- Schedule structured check-ins with part-time coaches



Executive Summary

Based on a review of five NJCAA New Member Campus Visit Rubrics, there is strong consensus that the institution is well positioned to launch intercollegiate athletics. Reviewers consistently cited institutional commitment, leadership strength, academic support infrastructure, and strategic planning as clear strengths. The presence of a full-time Athletic Director with NJCAA experience, alignment with the institutional strategic plan, and significant investment in new athletic facilities were viewed as major indicators of readiness.

Facilities planning—particularly the new indoor complex—was widely praised and expected to meet NJCAA standards upon completion. Safety protocols, emergency action planning, and transportation policies (charter-only travel) were viewed as best practices that prioritize student-athlete welfare.

Opportunities for improvement were primarily related to long-term sustainability and growth. The most consistent concerns included locker room capacity, reliance on external outdoor facilities, staffing depth (particularly Sports Information and Athletic Training coverage), formalization of athletics-specific advising, insurance coverage, and fundraising structure. Reviewers emphasized that these areas do not represent barriers to membership, but rather key focus areas as the program scales.

Overall, the visit team feedback reflects confidence in the institution's preparedness to begin NJCAA competition, with thoughtful recommendations intended to strengthen operational effectiveness over time.

1. Facilities

Agreed-Upon Strengths

- **New indoor facility** is a major strength and widely praised. Reviewers consistently noted that the **design, layout, and planned amenities meet or exceed NJCAA standards** once construction is complete.



- **Training room and weight room plans** are viewed as appropriate and functional for start-up programs.
- **Security presence** is strong, with 24-hour coverage, coordination between Public Safety and Athletics, and clear commitment to game-day security.
- **Emergency Action Plans (EAPs)** are well developed, detailed, and campus-wide.

Weaknesses / Opportunities for Improvement

- **Locker room capacity** is the most consistent concern. Having only two team locker rooms may create challenges for:
 - Overlapping seasons
 - Visiting teams and officials
 - Long-term program growth
- **Outdoor facilities** remain underdeveloped. Reliance on:
 - County parks
 - Rental agreements
 - Partnerships with external institutionsis acceptable short term, but reviewers noted this could become a **pressure point as sports expand**.
- Several reviewers emphasized the need to **revisit space allocation** as the number of sports increases.

2. Safety & Student Welfare

Agreed-Upon Strengths

- **Charter bus transportation** for team travel was unanimously viewed as a best practice and a strong commitment to student safety.
- **Academic advising and support structures** are a major strength:



- Intrusive advising models
- Strong collaboration between Athletics, Advising, and Student Affairs
- Existing tutoring, study tables, and grade-tracking systems
- **Compliance knowledge** is strong, especially due to the AD's NJCAA experience and institutional support.
- **Academic monitoring tools** and campus-wide systems (e.g., Navigate) are well integrated.

Weaknesses / Opportunities for Improvement

- **Documentation storage** is generally solid, but multiple reviewers suggested:
 - Moving beyond paper-based systems
 - Exploring web-based compliance/document platforms
- **Eligibility monitoring frequency** was flagged:
 - Weekly enrollment checks may not be sufficient
 - Several reviewers recommended **daily alerts** for dropped courses or falling below 12 credits
- **Athletics-specific advising liaison:** While advising is strong overall, multiple reviewers suggested identifying or formalizing an advisor dedicated to student-athletes for consistency.

3. Budget & Financial Sustainability

Agreed-Upon Strengths

- **Start-up funding is secure**, with strong institutional, county, and capital investment.
- Reviewers consistently agreed the institution has:
 - A clear understanding of start-up vs. recurring costs



- Multi-year budget planning in place
- **Foundation and Advancement support** is viewed as a positive and necessary partner for athletics growth.
- Competing at **NJCAA Division III** aligns with available financial aid structures.

Weaknesses / Opportunities for Improvement

- **\$2 per credit hour student fee** raised recurring concern:
 - Several reviewers questioned whether it will be sufficient long-term
 - Suggestions included revisiting or increasing the fee as programs grow
- **Fundraising structure** needs refinement:
 - Clear goals, timelines, and staffing support
 - Strong intent exists, but execution will be critical
- **Insurance coverage:**
 - Multiple reviewers strongly recommended adding **catastrophic injury insurance**
 - Greater clarity needed around secondary insurance policies

4. Athletics & Institutional Strategic Planning

Agreed-Upon Strengths

- Athletics is **clearly embedded in the institutional strategic plan**, with visible support from:
 - President
 - Board
 - Senior leadership
- **Athletics strategic plan** is well thought out, phased, and aligned with:



- Enrollment goals
- Title IX considerations
- Regional sport offerings
- **Future sport expansion** plans (2-4-6-10 sport models) are realistic and supported.
- Recruiting plans align with **NJCAA roster limits** and institutional enrollment strategies.

Weaknesses / Opportunities for Improvement

- **Website and digital presence** are still developing:
 - Launching with Presto is positive
 - Reviewers encouraged continued collaboration with marketing, IT, and communications
- Reviewers encouraged ongoing evaluation of:
 - Facility partnerships
 - Outdoor sport logistics
 - Timing of expansion to avoid overstretching resources

5. Staffing

Agreed-Upon Strengths

- Hiring a **full-time Athletic Director with NJCAA experience** was universally praised.
- Staffing plans are viewed as **appropriate for a start-up program**, with:



- FT AD and administrative support
- PT coaches
- Planned growth as the department expands
- Job descriptions are well developed and competitive.
- Strong institutional willingness to **add staff as needed**.

Weaknesses / Opportunities for Improvement

- **Sports Information Director duties** are a consistent concern:
 - Heavy reliance on the AD may not be sustainable
 - Reviewers suggested shared services or future FT support
- **Athletic Trainer coverage:**
 - Third-party contracting is acceptable, but consistency and practice coverage need to be ensured
- **Strength & conditioning supervision:**
 - Lack of a dedicated strength coach was flagged by multiple reviewers
 - Importance increases with part-time coaching model
- Continued emphasis on **coach support, check-ins, and administrative assistance** was recommended.

6. Handbooks, Policies & Institutional Alignment

Agreed-Upon Strengths

- **Student-athlete and institutional handbooks** are in place and aligned.
- **Code of conduct, departmental rules, and philosophy** are clear and consistent with institutional mission.



- Strong collaboration between Athletics and Student Affairs in enforcement and accountability.
- Academic requirements and expectations are clearly defined and understood.

Weaknesses / Opportunities for Improvement

- Some reviewers recommended:
 - Formal acknowledgment/signature pages for student-athletes
 - Ongoing updates as programs onboard and expand
- Continued training and communication will be important as policies are operationalized.

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OFFICE OF THE VICE PRESIDENT FOR ACADEMIC AFFAIRS
Darryl E. Jones, Ph.D.

February 25, 2026

Dear National Junior College Athletic Association:

Hudson County Community College is an accredited institution and a member of the Middle States Commission on Higher Education (MSCHE or the Commission). Hudson County Community College's accreditation status is Accreditation Reaffirmed. The Commission's most recent action on the institution's accreditation status on June 27, 2019 was to reaffirm accreditation.

The College's accreditation status is publicly disclosed on its website at:
<https://www.hccc.edu/abouthccc/accreditations/acceditations.html>.

Please do not hesitate to contact me if you have any questions or require any additional information.

Sincerely,

Darryl E. Jones, Ph.D.

Cc: H. DeVries
J. Sisk



OFFICE OF THE VICE PRESIDENT FOR ACADEMIC AFFAIRS
Darryl E. Jones, Ph.D.

February 25, 2026

Dear National Junior College Athletic Association:

I hereby attest that Hudson County Community College offers more than 20% of its classes in a traditional, in-person, and synchronous setting.

Please do not hesitate to contact me if you have any questions or require any additional information.

Sincerely,

Darryl E. Jones, Ph.D.

Cc: H. DeVries
J. Sisk



Office of Human Resources
70 Sip Avenue
Jersey City, NJ 07306

February 20, 2026

Dr. Brett Monaghan
Vice President - Championships, Membership and Sports Governance
8801 JM Keynes Drive, Suite 450
Charlotte, NC 28262

Re: Verification of Full-Time Director of Athletics

Dear Dr. Monaghan:

The Office of Human Resources at Hudson County Community College hereby confirms that the College currently employs a full-time Director of Athletics.

The Director of Athletics position is an active, full-time administrative role within the College's organizational structure. The position is funded as a full-time appointment and is responsible for oversight of intercollegiate athletic operations, compliance, program administration, and student-athlete support services consistent with institutional and governance standards.

As of the date of this letter, the position is filled and in good standing.

Should additional information or documentation be required, please feel free to contact the Office of Human Resources at 201-360-4070.

Sincerely,

Robert DiMartino

Robert DiMartino
Vice President
Office of Human Resources
Hudson County Community College