

**HENRY FORD COLLEGE
REGULAR BOARD OF TRUSTEES MEETING
DEARBORN, MICHIGAN
SEPTEMBER 19, 2016**

I. CALL TO ORDER

The regular meeting of the Henry Ford College Board of Trustees was called to order on Monday, September 19, 2016, at the Henry Ford College Administrative Services and Conference Center at 7:08 p.m. by Chair Lane.

ROLL CALL

On roll call, the following were present: Trustees Bazzi, Guido, Hammoud, McDonald, Meade, Petlichkoff and Chair Lane. There being a quorum, the meeting was declared in session.

II. APPROVAL OF MINUTES

Resolution offered by Trustee Bazzi, supported by Trustee Petlichkoff was adopted that the following minutes of the Henry Ford College Board of Trustees meetings be approved: Regular meeting on August 15, 2016; Special meeting on August 15, 2016; and Closed Sessions (2) minutes on August 15, 2016.

Hearing no other corrections or additions, Chair Lane attached an affirmative vote.

III. PRESIDENT'S ITEMS

President Jensen introduced Dr. Adam Cloutier and Vice President Nealon who provided a response to Trustee Petlichkoff's request for information on how employers respond to applicants who received their degrees through online programs. Dr. Cloutier provided a slide presentation entitled "Online Learning Perceptions: Student, Institution, Employer" which provided a snapshot of how online learning is perceived by employers and instructors.

President Jensen reviewed the following with the Board of Trustees:

- Informational events on campus on the upcoming November elections as well as voter registration on campus
- Cash flow as of September 15, 2016
- Response to Chair Lane's inquiry on dropout rates according to the article in *Bridge* magazine entitled, Degree of difficulty: Michigan's college dropout dilemma
- Strategic Plan – 2016-2020
- Fall 2016 issue of *CareerFocus* magazine
- Channel 2 video clip regarding ITT students who have been displaced

IV. RECOGNITION AND ACKNOWLEDGEMENTS

Recognition and acknowledgement items were read by Fatima Nkata an international student from Malawi, Africa. This is Fatima's second year at Henry Ford College. She is also an Honors student. She is working on a degree in Community Leadership with a focus on Political Science. Once done, she will transfer to a 4-year institution to earn a Bachelor's Degree in Political Science and International Relations. Ms. Nkata added that if the opportunity to complete her Bachelor degree on the HFC campus is available she will take advantage of that opportunity. She also plans on returning to Malawi to help make a difference in her country. Recognition and acknowledgement items:

- Congratulations to the Women's Institute for National and Global Success (WINGS) Advisory Board. The WINGS program has been selected as the winner for the 2016 Equity in Education Award. This award is sponsored by the Michigan Association of Collegiate Registrars and Admissions Officers of MACRAO. The representative of the selection committee wrote, "Our committee was very impressed with your program. We recognize that WINGS utilizes the system of higher education as a platform for enhancing equity for women within society, which contributes very well to our mission. With so many competing, this recognition is a special honor for you and your program. Advisory members include: Dr. Brenda Hildreth, Chair; Elaine Saneske; Cassandra Fluker; Kim Moscardelli; Nahla Haidar; and Marina Terterian. Dr. Lisa Copprue is the founder of the program.
- Dr. Kalvin Harvell invited members of the FBI, tri-county police agencies, and other public sector law enforcement officials to Henry Ford College to hold their second roundtable discussion focusing on relationship building between members of the African American community and law enforcement. This event was held on September 12. The community leaders were impressed that President Jensen came to speak with them and welcome them on behalf of HFC.
- Henry Ford College and the University of Michigan Ann Arbor have been awarded a National Institute of Health grant, "Training Future Professors of Engineering and Physiology". Over the next five years, HFC will mentor nine post-doctoral students from U of M-AA in the Math and Science Divisions. HFC was selected to work on this project due to the diverse student population and after a successful pilot that demonstrated excellent instructor collaboration.

V. SPECIAL REPORTS

A. Colleague Student Planning - A Guided Pathways Tool – Board Report #4301 – Vice President Copprue

As Henry Ford College nears implementation of Guided Pathways, an increased effort is being made to ensure that academic programs are clearly and accurately mapped and that the registration tool used by students is easy to navigate, contains complete and accurate information, and guides them, without confusion, to earn a certificate or a degree.

The Colleague Student Planning module aligns with the goals of Guided Pathway by:

- Decreasing/eliminating confusion by students regarding what they need to take to finish a credential or transfer successfully.

- Saving students time and money, including financial aid eligibility by outlining requirements rather than electives for credential completion and/or transfer eligibility.
- Offering peace of mind that their financial aid is protected as long as they remain on their academic path.
- Offering online advisor or counselor interaction throughout the student's academic journey so they know that someone is helping them stay on track. There are also advisor approval and denial features so that dual enrollment students take only what is approved by high schools and HFC students on probation stick to their academic plan and avoid academic dismissal.
- Keeping students motivated by showing them the academic progress they are making.
- Providing what-if analysis so that students may consider changing paths if they realize that a different program is more time efficient and will also help them meet their goals.

The Student Planning rollout occurred as a pilot in early spring of 2016. A communication and training plan is now underway for students and employees as is a plan to implement added features that will assist in advisor/advisee communications. Members of the Board will be provided with an overview of the features and benefits of Student Planning as well as the positive support it provides in the implementation of Guided Pathways.

Vice President Copprue introduced Shaun Stevens, Assistant Registrar, and Lorraine Paffenroth, Student Advisor and Success Manager, who provided a slide presentation entitled "Colleague Student Planning: 'On Ramp' Staying on Course". Included in the presentation were screenshots of what a student's program evaluation, which is updated through the students path through HFC, looks like from both the student's and the advisor's vantage point.

VI. DISCUSSION ITEMS

None

VII. ACTION ITEMS

A. Citizen Participation

David Cunningham, Local 71 President, representing Local 71, spoke on the Local 71 contract.

B. Special Consideration of an Action Item

Item 4 was pulled.

C. Motion to Approve Action Items

Motion offered by Trustee Bazzi and supported by Trustee McDonald was adopted with unanimous approval attached to move that action items 1 through 3, 5 and 6 be approved as recommended.

FINANCE

None

BIDS AND CONTRACTS

1. Thermo Scientific Gas Chromatograph System – Board Report #4302 – Vice President Satkowski

Moved that the award of a contract to Fisher Scientific Co. for \$33,418.34 for the purchase of a Thermo Scientific Gas Chromatograph System and related components and services, in accordance with the specifications of Sealed Bid #17805, be approved.

2. Ventrac 4500 Compact Tractors – Board Report #4303 – Vice President Satkowski

Moved that the award of a contract to Jacobsen for \$56,809.26 for the purchase of Ventrac 4500 Compact Tractors, in accordance with the specifications of Sealed Bid #17837, be approved.

3. Snow Removal and Salting Services – Board Report #4304 – Vice President Satkowski

Moved that the award of a contract to The Greener Side, Inc. for \$45,000 (estimated) for Snow Removal and Salting Services, in accordance with the specifications of Sealed Bid #17837, be approved.

HUMAN RESOURCES

5. Staff Recommendations – Vice President Glass

Moved that the staff recommendations, as presented in Board Report #4306: Resignation A-2; Resignation/Retirement Local 1650 Voluntary Employee Severance Program (VESP) B-2; Appointment C-2; and Reappointment to Professional Staff D-2, be approved.

6. Manager, Advising and Student Success – Vice President Glass

Moved that the appointment of Lorraine Paffenroth to the position of Manager, Advising and Student Success, on Grade 6, Step 3 of the 2015-2016 Henry Ford Community College Administrators' Association Salary Schedule, effective September 1, 2016, be approved.

7. Interim Campus Safety Specialist, Campus Safety – Vice President Glass

Moved that the appointment of Timothy Wancha to the position of Interim Campus Safety Specialist, Campus Safety, on Grade 8, Step 2 of the 2015-2016 Henry Ford Community College Administrators' Association Salary Schedule, effective August 15, 2016, be approved.

BOARD ADMINISTRATIVE SERVICES

None

VIII. BOARD OF TRUSTEES BUSINESS

A. Acknowledgements of Correspondence

Letters were received from HFCC AFT Local 1650 on negotiations.

B. Board Committee Reports

None

C. Requests for Information and/or Future Agenda Items

None

D. Board Member Commentary

None

IX. FUTURE MEETING DATES

A. Monday, October 10, 2016, **P-12** Board of Education Meeting, 7:00 p.m., at the Administrative Service Center, in the Frank Franchi Board Room.

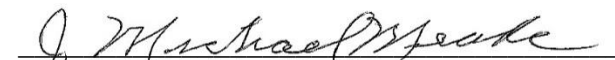
B. Monday, October 17, 2016, **HFC** Meeting, 7:00 p.m., at the Henry Ford College Administrative Services and Conference Center, in the Rosenau Board Room.

C. Monday, November 14, 2016, **P-12** Board of Education Meeting, 7:00 p.m., at the Administrative Service Center, in the Frank Franchi Board Room.

D. Monday, November 21, 2016, **HFC** Meeting, 7:00 p.m., at the Henry Ford College Administrative Services and Conference Center, in the Rosenau Board Room.

X. ADJOURNMENT

Motion offered by Chair Lane, was adopted unanimously by those members present, that the meeting be adjourned at 9:17 p.m.



J. Michael Meade, Ph.D., Secretary