

**HENRY FORD COMMUNITY COLLEGE
REGULAR BOARD OF TRUSTEES MEETING
DEARBORN, MICHIGAN
JANUARY 21, 2014**

I. CALL TO ORDER

The regular meeting of the Henry Ford Community College Board of Trustees was called to order on Tuesday, January 21, 2014, at the Henry Ford Community College Administrative Services and Conference Center at 7:04 p.m. by Chair Berry.

ROLL CALL

On roll call, the following were present: Trustees Adams, Guido, Lane, McDonald, Schoelles, Schoolmaster, and Chair Berry. There being a quorum, the meeting was declared in session.

II. APPROVAL OF MINUTES

Resolution offered by Trustee Schoolmaster and supported by Trustee Adams was adopted with unanimous approval attached that the following minutes of the Board of Trustees be approved:

Regular Meeting – December 16, 2013

III. PRESIDENT'S ITEMS

A. Board Recognition

President Jensen informed Board meeting attendees that January is Board Recognition Month. He thanked the Trustees for their dedication, concern, and compassion for the students and staff at the College. He then introduced the new Board officers: Chair Hussein Berry, Vice Chair James Schoolmaster, Secretary Aimee Schoelles, and Treasurer Roxanne McDonald. He thanked Trustee Adams, past Chair, for her leadership.

Trustee Adams said that even though the past year was very challenging, she appreciated the support of the whole Board in unison. She thanked Present Jensen for his leadership in getting the College to where it is now and the employee groups for their concessions.

B. Martin Luther King Day

This is the 21st year that Henry Ford Community College has partnered with the University of Michigan-Dearborn in a day of service to honor Dr. Martin Luther King. There were approximately sixty participants from the College, with the majority being students.

Trustee McDonald recognized Kevin Dewey and the HFCC Concert Choir who did a great job at the Martin Luther King Commemorative Interfaith Service held on Sunday.

C. Other

Next month a Recognition agenda item will be added to inform the Board of great things happening at the College.

IV. **SPECIAL REPORTS**

A. 2013-2014 Health Care Cost Containment – Vice President Eschenburg

Vice President Eschenburg introduced Julie Truskowski, Assistant Managing Director, of McGraw-Wentworth. Ms. Truskowski ~~Wentworth~~ distributed and reviewed a booklet that provides cost summary scenarios for employee health care benefits for fiscal year 2013 vs. fiscal year 2014. The comparison shows a savings of approximately 25 percent (a decrease of \$1.6 million).

Trustee Schoolmaster asked what the College's cost was for the consulting services. Ms. Truskowski replied that it is an annual fixed fee of \$79,500 earned through commission on carrier plans. Surplus funds are used to fund special programs such as online enrollment.

Vice President Eschenburg added that the College could not have achieved these same results and feel as comfortable in compliance with the new health care laws without the services of McGraw-Wentworth.

V. **DISCUSSION ITEMS**

A. 2013-2014 Revised Budget – Board Report #4018 – Vice President Satkowski

Vice President Satkowski provided a PowerPoint presentation on adjusted budget figures. Revenue was adjusted from \$75.1 million to \$76.3 million and expenditures from \$82.1 million to \$75 million.

Trustee Schoelles thanked Vice President Satkowski for how he presented the figures. She also asked the Trustees to start a conversation on a line item figure into which account funds will be moved at the end of the fiscal year so that we won't find ourselves in this situation again. Trustee Schoolmaster supported her recommendation to a large extent, but not for P12. Trustee Guido agreed with Trustee Schoelles and added that this would provide a target and other figures could be adjusted as needed rather than using the surplus. Trustee Lane stated that the College has an obligation to maintain access and not use this as an excuse to raise tuition. Employees should compare their wages to the norm to keep tuition affordable and accessible. She does not want to see people enriching themselves on the backs of students.

B. Other

Vice Presidents Pierner and Satkowski spoke on the Michigan New Jobs Training Program (MNJTP) Resolution – Board #4021 which is before the Board for approval. This resolution will lay the groundwork ahead of time, due to the small window of opportunity; Board approval will ensure that the College is prepared to apply for the MNJTP grant during the next eligible cycle.

VI. ACTION ITEMS

A. Citizen Participation

None

B. Special Consideration of an Action Item

Action items 2 and 3 were pulled for roll call votes.

C. Motion to Approve Action Items

Resolution offered by Trustee Schoolmaster and supported by Trustee McDonald was adopted with unanimous approval attached to move that action item numbers 1 and 4 be approved as recommended.

FINANCE

None

BIDS AND CONTRACTS

None

HUMAN RESOURCES

1. Staff Recommendations – Board Report #4019 – Vice President Eschenburg

Move that the following recommendations be approved:

Resignation (A-7)

Amy Gherardini, appointed 12/9/13, Library, Library Associate II (Part-Time), submitted 12/17/13, effective 12/17/13.

Appointment (B-7)

Craig Hutchinson, 23275 Beech, Dearborn, 48124, Library Associate II (Part-Time), Library, \$13.77 per hour, Step 1, effective 1/21/14, 12 Months.

Kristin Jablonski, 9125 Riverdale, Redford, 48239, Instructor, Business and Computer Technology Division, \$48,729 (prorated), Step 4, LMA, effective 1/8/14, 10 Months; AS degree from Schoolcraft College with a major in culinary arts, BS degree from Siena Heights University with a major in hotel/restaurant management. This is a temporary, full-time position for the Winter 2014 semester.

Rachelle Loomus, 30169 Walnut Court, Farmington Hills, 48331, Instructor, Business and Computer Technology Division, \$64,761 (prorated), Step 4, PhD, effective 1/8/14, 10 Months; BS degree from The University of Michigan, Ann Arbor with a major in political science, JD from Washington University with a major in law. This is a temporary, full-time position for the Winter 2014 semester.

Megan Worley, 19241 Pinecrest Drive, Allen Park, 48101, Instructor, Health Sciences Division, \$57,951 (prorated), Step 4, MA, effective 1/8/14, 10 Months; BSN degree from Oakland University with a major in nursing, MSN degree from Wayne State University with a major in nursing.

Salary Schedule Change of Status (C-7)

Kristopher Young, Instructor, Industrial Technology, from Level MA, Step 8, Schedule HFCC, Federation of Teachers, to Level MA30, Step 8, Schedule HFCC Federation of Teachers; Reason: Per Article XXII.I. of Local 1650 bargaining agreement, completed 940 hours of automotive certified coursework, effective 1/8/14.

Change in Classification (D-7)

Mary Ann Tamborino, from Registration and Records, Records Associate I, to Records Associate II, Registration and Records, effective 12/2/13, \$12.71 per hour, \$1.06 Inc., total \$13.77 per hour, Step 1, 12 Months.

BOARD ADMINISTRATIVE SERVICES

2. Financial Institution Designations and Practices Resolution – Board Report #4020
Vice President Satkowski

Resolution offered by Trustee Schoolmaster and supported by Trustee Adams to move that the resolution as presented in Board Report #4020 with the following roll call: Ayes: Trustees Adams, Guido, Lane, McDonald, Schoelles, Schoolmaster and Chair Berry; Nays: None, be approved.

3. Michigan New Jobs Training Program (MNJTP) Resolution – Board Report #4021 – Vice President Pierner

Resolution offered by Trustee Adams and supported by Trustee McDonald to move that the resolution as presented in Board Report #4021 with the following roll call: Ayes: Trustees Adams, Guido, Lane, McDonald, Schoelles, Schoolmaster and Chair Berry; Nays: None, be approved.

4. Foundation Board Emeritus – Executive Director Best

Move that the Henry Ford Community College Foundation Board of Directors' unanimous nomination of Mr. Fred Secret to serve as the Foundation's second Director Emeritus, be approved.

VII. BOARD OF TRUSTEE AFFAIRS

- A. Board Member Reports

None

- B. Requests for Information and/or Future Agenda Items

Trustee Lane requested information on whether the College or the library accepts documents or items of historical value.

C. Board Member Commentary

Trustee Schoelles commended the College on sending her sister, who completed the 3+1 program at College and just began her first semester at EMU, her macro stamped transcript without asking for it.

VIII. ACKNOWLEDGMENT OF CORRESPONDENCE

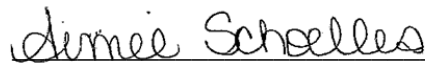
Trustee Adams received one letter inquiring whether the radio station is for sale.

IX. FUTURE MEETING DATES

- A. Monday, January 27, 2014, **P-12** Special Meeting (open/grievance) (pending Board approval), **6:00 p.m.**, at the Administrative Service Center, in Room 13.
- B. Monday, January 27, 2014, **P-12** Board of Education Meeting, **7:00 p.m.**, at the Administrative Service Center, in the Frank Franchi Board Room.
- C. Monday, February 10, 2014, **P-12** Board of Education Meeting, **7:00 p.m.**, at the Administrative Service Center, in the Frank Franchi Board Room.
- D. Monday, February 17, 2014, **HFCC** Board of Trustees Meeting, **7:00 p.m.**, at the Administrative Services and Conference Center, in the Rosenau Board Room, Henry Ford Community College.
- E. Monday, February 24, 2014, **P-12** Board of Education Meeting, **7:00 p.m.**, at the Administrative Service Center, in the Frank Franchi Board Room.

X. ADJOURNMENT

Meeting adjourned at 8:25 p.m.



Aimee Schoelles, Secretary