

**HENRY FORD COLLEGE
BOARD OF TRUSTEES MEETING
DEARBORN, MICHIGAN
February 20, 2023**

I. CALL TO ORDER

The regular meeting of the Henry Ford College Board of Trustees was called to order on Monday, February 20, 2023, at the Henry Ford College Administrative Services and Conference Center in the Rosenau Board Room at 7:01 p.m. by Chair Thorpe.

ROLL CALL

On roll call, the following were present: Trustees Hussein Berry, Patrick D'Ambrosio, Roxanne McDonald, Adel Mozip, Mary Petlichkoff, Irene Watts, and Chair James Thorpe. There being a quorum, the meeting was declared in session.

II. APPROVAL OF MINUTES

Motion offered by Trustee McDonald, supported by Trustee Berry, passed with a unanimous vote attached that the following Minutes be approved:

- Regular Board of Trustees Meeting – January 17, 2023
- Closed Session – January 17, 2023

Chair Thorpe spoke on the tragedy that occurred at Michigan State University last week. He is a Michigan State alumni and was there last month touring the campus with his daughter. He brought forth a Resolution in Support of Michigan State University and Actions to Create Safer Communities (Board Report #4686), which he asked President Kavalhuna to read. A motion to support the resolution was offered by Trustee Berry and supported by Trustee Mozip. The motion passed with a unanimous roll call vote attached.

III. RECOGNITION AND ACKNOWLEDGEMENTS

Recognition and acknowledgement items were read by Andrew Bedard. Andrew is from Allen Park and graduated from Southgate Anderson High School in 2021. He is a sophomore studying music therapy. He is a trumpet player and has played with both the jazz and symphony bands at HFC, as well as independent groups throughout his college career. He will be transferring to Eastern Michigan University for the fall semester of 2023.

- On February 1, Career Services had Chef Paul Milotte from Disney on campus for a presentation and interviews for summer internship/co-ops with

Disney in their culinary areas. Thirty students attended the session, and more than 12 in-person interviews were set up for later in the day. Six HFC students accepted positions at Disney for the summer.

- The annual MCCA Hunger Games are scheduled to take place at the February 28 men's and women's basketball games when HFC plays Mott Community College. Admission to the games will be \$10 or five canned food items. All monetary and food donations will go to the HFC student food pantry, the Hawk's Nest.
 - The Hawks men's basketball team enters the final weeks of their regular season ranked third in the NJCAA Division II Men's Basketball rankings, released February 12.
 - Congratulations to Jager Kwiatkowski, who won the 141 pound weight class at the MCCA Wrestling Championship. Jager was also named the MCCA Wrestler of the Year, following up his performance as Freshman of the Year last season.
 - Sophomore guard D'Quarion Cole has earned MCCA Eastern Conference Player of the Week for the fifth time this season. D'Quarion had 46 points, 12 rebounds, eight assists, seven steals, and six blocks in wins over St. Clair County and Mott Community College.
 - The Roller Hockey Club is ranked sixth in the National Collegiate Roller Hockey power rankings.
 - The AMATYC Student Math League is a two-round contest that allows students to attempt challenging, non-standard mathematics questions. Congratulations to the following HFC students for their placement at the end of the first round:
 - First Place: Hadi Soweidan
 - Second Place (Tie): Hadi Nassar and Ali Yassine
- HFC is ranked ninth as a team in the Midwest region. The second round will take place on March 3, 2023.

IV. PRESIDENT'S ITEMS

- Just prior to this meeting, President Kavalhuna attended a candlelight vigil for Michigan State University in the campus courtyard. The event was planned and hosted by our Student Activities student group leaders.
- President Kavalhuna extended an invitation to the HFC President's Collage Concert which is tomorrow at 7:30 p.m. at the Ford Community and Performing Arts Center.
- Lt. Governor Gilchrist will be meeting with a small group of students on campus this Wednesday to discuss the Governor Whitmer's budget recommendations.
- The First Friday meetings will be held mid-week going forward with the first one, now titled Hawk Talks, scheduled this Wednesday at 12:30 p.m. in the Student Center pavilion.
- Dr. Lynn Boza, President of the Adjunct Faculty Organization (AFO), extended an invitation to the Board to join the AFO at a get-together this

Thursday at DeLuca's restaurant celebrating their fifteenth year as an organization.

- While in New York for the ACCT conference a couple of weeks ago, President Kavalhuna had the opportunity to meet with Darren Walker, CEO, of the Ford Foundation. The meeting was to discuss ways for the foundation to support the College's focus on student success.
- President Kavalhuna presented a plaque to Trustee McDonald in honor of her service as the 2022 Board Chair.
- President Kavalhuna introduced Vice President of Marketing and Communications, Rhonda DeLong, who:
 - Aired a JUCO Jam video on the Hawks Men's Basketball Team. This weekly commentary show covers all things in NJCAA men's basketball including top teams and student athletes, interviews, postseason predictions, and more.
 - Shared a slide presentation on current marketing and communications initiatives. This presentation was a follow-up to a more detailed presentation emailed to the Board earlier this month.

V. ACTION ITEMS

A. Citizen Participation

None

B. Special Consideration of an Action Item

Item 10 pulled from the agenda. Item 18 pulled for a roll call vote.

C. Action to Approve Action Items

Motion to approve action items numbered 1 through 9 and 11 through 17, offered by Trustee D'Ambrosio, supported by Trustee Petlichkoff, passed with a unanimous roll call vote attached.

D. At this time, the Secretary will return to any agenda items which Board members asked to discuss and vote on separately.

Motion to approve action item 18 offered by Trustee Petlichkoff, supported by Trustee McDonald, passed with a unanimous roll call vote attached.

BIDS AND CONTRACTS

1. Electric Vehicle Service Tools and Equipment – Board Report
#4673
Vice President Satkowski

Moved to approve a contract award totaling \$43,695.26 to W. W. Grainger, Inc. for Electric Vehicle Service Tools and Equipment as requested by the School of Business, Entrepreneurship, and Professional Development in accordance with Grainger Quote #205336381 dated February 10, 2023.

2. Festo Didactic Training Systems - TP501 and TP601 – Board Report #4674
Vice President Satkowski

Moved to approve a contract award to Advanced Technologies Consultants, Inc. for \$181,542.00 for the Festo Didactic Training Systems as requested by the Workforce and Professional Development Division in accordance with Advanced Technologies Consultants Quote dated January 26, 2023.

3. Festo Didactic Training Systems - TP101 Components – Board Report #4675
Vice President Satkowski

Moved to approve a contract award to Advanced Technologies Consultants, Inc. for \$29,582.00 for the Festo Didactic TP101 Training System Components as requested by the Workforce and Professional Development Division in accordance with Advanced Technologies Consultants Quote dated January 26, 2023.

4. Keyence 3D Scanner Coordinate Measuring Machine – Board Report #4676
Vice President Satkowski

Moved to approve a contract award to Keyence Corporation of America for \$69,965.00 for the purchase of one (1) Keyence Model VL-570 3D Scanner Coordinate Measuring Machine with VL-550 Stage as requested by the Workforce and Professional Development Division in accordance with Keyence Quote 12603507 dated December 15, 2022.

5. Hampden Ice Machine Demonstrators – Board Report #4677
Vice President Satkowski

Moved to approve a contract award to Hampden Engineering Corporation for \$106,264.00 for the purchase of four (4) Hampden Engineering Ice Machine Demonstrators, Model H-IMD-1A as requested by the Workforce and Professional Development Division in accordance with Hampden Quote 23-0002 Rev. 1 dated January 26, 2023.

6. Hampden Intermediate Electricity Trainers – Board Report #4678

Vice President Satkowski

Moved to approve a contract award to Hampden Engineering Corporation for \$58,554.00 for the purchase of six (6) Hampden Engineering Intermediate Electricity Trainers, Model HEE-11A- FT-1C as requested by the Workforce and Professional Development Division in accordance with Hampden Quote 23-005 Rev. 1 dated January 26, 2023.

7. Furniture for Building E Renovation and Addition – Board Report #4679

Vice President Satkowski

Moved to approve a contract award for the purchase and installation of furniture required for the Entrepreneur and Innovation Institute/Technology Building Renovation and Addition project, in accordance with the specifications and plans developed by the project architect, SSOE, in collaboration with the administrators and lead faculty of the new and renovated spaces.

8. Ellucian Advise and Virtual Advisor Software Licenses – Board Report #4680

Vice President Satkowski

Moved to approve a contract award to Ellucian, Inc. for a grand total of \$614,019.00 for five-year software subscriptions to Ellucian CRM Advise and to Ellucian8 Virtual Advisor and associated implementation services as requested by the Strategy and Human Resources Division, in accordance with the Ellucian quotes for CRM Advise dated January 24, 2023 and for VirtualAdvisor dated January 18, 2023.

9. Fire Alarm System for Building H – Board Report #4681

Vice President Satkowski

Moved to approve a contract award to Johnson Controls Fire Protection LP for \$103,415.00 for the purchase and installation of a Fire Alarm System in Building H, in accordance with Proposal #650361508 dated February 6, 2023.

10. Professional Implementation Services for Virtual Desktop Infrastructure – Board Report #4682

Vice President Satkowski

This action item was pulled from the agenda.

11. Fire Alarm System for Building F Elevator – Board Report #4683
Vice President Satkowski

Moved to approve a contract award to Johnson Controls Fire Protection LP for \$31,185.00 for the purchase and installation of a Fire Alarm System in the elevator in Building F, in accordance with Proposal #650358601 dated February 2, 2023.

12. Building F Elevator Modernization Project – Electrical Service Upgrade – Board Report #4684
Vice President Satkowski

Moved to approve a contract award totaling \$49,750.00 to R. Simon Electric for the Building F Elevator – Electrical Service Upgrade project as requested by Facility Services, in accordance with R. Simon Electric Proposal #23-25 dated February 1, 2023.

13. Ford Electric Vehicles – Change Order #1– Board Report #4685
Vice President Satkowski

Moved to approve Change Order #1 to change the supplier on PO # P0021393 from Feldman Ford LLC to LaFontaine Ford; to accept the substitution of low mileage, used 2022 model year vehicles; and to reduce the total cost of the order from \$145,256.00 to \$140,500.00.

14. Electric Vehicle Charging Station – Change Order #1 – Board Report #4686
Vice President Satkowski

Moved to approve Change Order #1 to add \$31,000.00 to PO #B0008967 issued to Hatzel and Buehler Electrical Construction, Inc. to upgrade an Autel Max Charger DC Fast electric vehicle charging station from 180 kW to 240 kW and to add a Level 2 EV Charger to the project, in accordance with Hatzel & Buehler Proposal dated February 14, 2023.

HUMAN RESOURCES

15. Agreement Between the Board of Trustees of Henry Ford College and the Henry Ford Community College Federation of Teachers American Federation of Teachers Local 1650 - 2023-2026
Vice President Gonko

Background information: Representatives for the Board and representatives for the Henry Ford Community College Federation of Teachers, Local 1650, have reached a tentative agreement for 2023-2026.

Moved to approve the 2023-2026 collective bargaining agreement between the Board of Trustees and the Henry Ford Community College Federation of Teachers, Local 1650, pending ratification by the members of Henry Ford Community College Federation of Teachers, Local 1650.

BOARD-ADMINISTRATIVE SERVICES

16. FY2023 Mid-Year Budget Adjustment – Vice President Satkowski

Moved to approve the Fiscal Year 2023 Mid-Year Budget Adjustment as presented in Board Report #4669 at the January 17, 2023, Board of Trustees meeting.

17. Technology Investment Fund (TIF) Fall 2022 Proposed Projects Vice President Satkowski

Moved to approve the Technology Investment Fund (TIF) Fall 2022 Proposed Projects as presented in Board Report #4667 at the December 12, 2022, Board of Trustees meeting.

18. Resolution of the Board of Education of the School District of the City of Dearborn Approving a Construction and Completion Assurance Agreement, a Conveyance of Property, a Lease, and an Easement Agreement, if Necessary, for the Henry Ford College Entrepreneur and Innovation Institute/Technology Building Renovation
Vice President Satkowski

Background information: State Bond issuance is for the approved HFC Technology Building capital project which is partially funded by the state of Michigan. This resolution (Attachment A) will be combined with resolutions throughout the state for other community college and university capital projects that are partially state funded. This resolution procures the \$6,699,800 that the state is providing for the Technology Building Renovation project. Included in this resolution is a lease back of the building to the College. This is standard procedure for all capital projects for which the state provides funding for construction and is similar to the process that was required when the Science Building was renovated with state funding in 2010.

Motion offered by Trustee Petlichkoff, supported by Trustee McDonald to approve the Resolution of the Board of Education of the School District of the City of Dearborn Approving a Construction and Completion Assurance Agreement, a Conveyance of Property, a Lease, and an Easement Agreement, if Necessary, for the Henry Ford College Entrepreneur and Innovation Institute/Technology Building Renovation passed with a unanimous roll call vote attached.

VI. BOARD OF TRUSTEES BUSINESS

A. Acknowledgements of Correspondence

None

B. Board Committee Reports

A Board of Education study session to discuss bylaws and policies has been scheduled for February 28 at 5:30 p.m. Trustees should let Chair Thorpe know if they have any additional items to add to the agenda.

C. Requests for Information and/or Future Agenda Items

None

D. Board Member Commentary

Trustee McDonald thanked Fred Steiner, Director of Purchasing, for his efforts in acquiring the electric vehicles (item 13 on this agenda) in a timely manner and at a lower cost than anticipated.

Trustee Watts attended the ACCT conference in Washington, DC, February 6-8, 2023, which was very well attended. The trip provided several opportunities to meet with legislators and meet with other community college representatives.

Chair Thorpe asked if the MCCA provides Trustee training. President Kavalhuna responded that the MCCA does have informational sessions for Trustees at their annual conference. However, both the Association of Community College Trustees and the American Association of Community Colleges provide Trustee training.

VII. FUTURE MEETING DATES

A. Tuesday, February 28, 2023, **P-12** Board of Education Study Session, 5:30 p.m. at the Administrative Service Center in the Frank Franchi Board Room.

B. Monday, March 13, 2023, **P-12** Board of Education Meeting, 7:00 p.m. at the Administrative Service Center in the Frank Franchi Board Room.

C. Monday, March 20, 2023, **HFC** Board of Trustees Policy Committee Meeting, 6:00 p.m. at the Administrative Services and Conference Center in the Cabinet Conference Room.

D. Monday, March 20, 2023, **HFC** Board of Trustees Meeting, 7:00 p.m. at the Administrative Services and Conference Center in the Rosenau Board Room.

VIII. ADJOURNMENT

Motion by Chair Thorpe was unanimously approved by those members present that the meeting be adjourned at 8:14 p.m.

Irene Watts, Secretary