

**HENRY FORD COLLEGE
BOARD OF TRUSTEES MEETING
DEARBORN, MICHIGAN
October 17, 2022**

I. CALL TO ORDER

The regular meeting of the Henry Ford College Board of Trustees was called to order on Monday, October 17, 2022, at the Henry Ford College Administrative Services and Conference Center in the Rosenau Board Room at 7:01 p.m. by Acting Chair Mozip.

ROLL CALL

On roll call, the following were present: Trustees Berry, Petlichkoff, Thorpe, Watts, and Acting Chair Mozip. Chair McDonald and Trustee D'Ambrosio were absent. There being a quorum, the meeting was declared in session.

II. APPROVAL OF MINUTES

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

- Board of Trustees Policy Committee Meeting – September 19, 2022
- Board of Trustees Presidents Evaluation Committee Meeting – September 19, 2022
- Regular Board of Trustees Meeting – September 19, 2022

III. PRESIDENT'S ITEMS

- Acknowledged the Board of Trustees being in the spotlight this past and added that he is proud of them as their colleague and a citizen of Dearborn.
- Wished Trustee Mozip a Happy Birthday on a day that he is taking on the difficult task of Acting Chair for the meeting this evening.
- Extended an invitation to the First Friday (jog, walk, and talk) event taking place this Friday at 9:30 a.m.
- President Kavalhuna asked everyone to keep their ears open for a long-awaited announcement taking place a week from today on a partnership between HFC and the University of Michigan-Dearborn.
- Introduced Vice President Delong who shared five, 30-second, broadcasts that aired on various media outlets promoting the College.
- Introduced Vice President Diamond who provided an update on two Strategic Planning pilot programs. These programs will assist in "Removing Barriers to Achieve Student Success". The first program will help students

who do not achieve satisfactory academic progress with intervention and support. The second program will provide Emergency Aid to students if an emergency need occurs that might prevent them from continuing their education.

IV. RECOGNITION AND ACKNOWLEDGEMENTS

Recognition and acknowledgement items were read by Brad Gonzalez. Brad graduated from Lincoln Park High School in 2016 and started at HFC in the fall 2017 semester. Brad graduated from HFC in 2019 with an associate degree in business management. After graduating from HFC, he transferred to Wayne State University and earned a bachelor's degree in business science with a major in information systems. Brad currently attends graduate school at the University of Michigan School of Social Work in Ann Arbor. He is in a dual enrollment program and will be applying to U-M Law School next year. He plans to complete a master's degree in social work and juris doctor (law degree) in the next four years.

- Congratulations to Tazeen Ayub, full-time Arabic faculty member who was recently awarded a fellowship with the Detroit Equity Action Lab (DEAL), an initiative of the Damon J. Keith Center for Civil Rights at Wayne State University Law School.
- Troy Gibson, Beth Michel, Dr. Michael Nealon and Lorraine Paffenroth will present, *Becoming the River: Bridging Partnerships between Faculty and Advising for Student Success* at the national NACADA conference in Portland, Oregon, October 23-26. This presentation earned them Best in Conference in May at the MiACADA conference at Wayne State University.
- Steve Glazer, full-time Ceramics faculty member in the School of Liberal Arts, was recently acknowledged by Erin Hoekzema, a former HFC student in *Voyage Michigan* magazine. Congratulations to Erin, Steve Glazer and the Fine and Performing Arts Department.
- HFC's Culinary Arts Department provided the Detroit Athletic Club with 6 student volunteers to aid the Master Chef and his team for the back to the DAC event. They served 1,700 people and helped in all capacities of the kitchen. The HFC Culinary Arts Department and the DAC have established a partnership to give our students and graduates the opportunity to work and learn in one of the most exclusive and highly recognized hospitality organizations in Detroit.

V. SPECIAL REPORTS

- A. Audit Presentation for Fiscal Year Ended June 30, 2022
Vice President Satkowski

Plante Moran auditors, Dana Coomes and Jennifer Longo, reported that the

audit for fiscal year ending June 30, 2022, resulted in a clean unmodified opinion. This is the best finding outcome with no audit adjustments required. The same results apply to the audit of the College's federal programs funds.

VI. ACTION ITEMS

A. Citizen Participation

Leslie Windless, representing the SSA, addressed the Board on remote work.

Julie Fountain, representing herself, addressed the Board on remote work.

B. Special Consideration/Questions on an Action Item

None

C. Action to Approve Action Items

Motion to approve action items 1-5 offered by Trustee Thorpe, supported by Trustee Berry, passed with a unanimous roll call vote attached.

D. At this time, the Secretary will return to any agenda items which Board members had asked to discuss and vote on separately. These will be considered one at a time.

Items 6 and 7.

BIDS AND CONTRACTS

1. Perimeter Road Maintenance – Board Report #4650 Vice President Satkowski

Moved to approve a contract award to Al's Asphalt Paving Company for \$64,300.00 for the Perimeter Roadway Maintenance project, as requested by Facility Services in accordance with the specifications of Sealed Bid #22219.

2. Cisco Internet Router Refresh – Board Report #4651 Vice President Satkowski

Move to approve a contract award totaling \$59,802.98 to Sentinel Technologies, Inc. for three (3) Cisco Catalyst 8300 Network Routers and associated components, licenses, and hardware/software support as requested by the Information Technology Services Department.

3. Professional Implementation Services for Virtual Desktop Infrastructure – Board Report #4652
Vice President Satkowski

Moved to approve a contract award totaling \$46,530.00 to Sentinel Technologies, Inc. for the Professional Services required to implement the Cisco Virtual Desktop Infrastructure environment as requested by the Information Technology Services Department.

HUMAN RESOURCES

4. SSA Employee Unpaid Extended Health Leave
Vice President Gonko

Background information: A member of the Support Staff Association (SSA) has requested an unpaid extended health leave. The employee meets the SSA Collective Bargaining Agreement's (CBA) requirements outlined in Article 19 for this unpaid extended health leave provision, which also states "leave extensions will be granted only upon recommendation of the President and approval of the Board of Trustees." (Article 19.B.1.a, p. 27).

Moved to approve the request of a member of the Support Staff Association (SSA) for an unpaid extended health leave for a period not to exceed three months from this date based on the employee's healthcare provider's expected date of the employee's return to work.

BOARD-ADMINISTRATIVE SERVICES

5. Board of Trustees Policy Updates
Trustee Watts

Background information: On September 19, 2022, the HFC Board of Trustees Policy Committee discussed and reviewed changes to the following policies:

- Budget Management
- Compliance with Lobbying and Supplanting of Funds, Federal and State Laws, Rules and Regulation
- Criminal History Check
- Family Education Rights and Privacy Act (FERPA)
- General Data Protection
- Michigan Transfer Agreement (MTA)
- Personnel Files
- Student Religious Observance

Moved to approve the changes to the following policies:

- Budget Management

- Compliance with Lobbying and Supplanting of Funds, Federal and State Laws, Rules and Regulation
- Criminal History Check
- Family Education Rights and Privacy Act (FERPA)
- General Data Protection
- Michigan Transfer Agreement (MTA)
- Personnel Files
- Student Religious Observance

6. Calling for a Closed Session

Chair McDonald

Motion offered by Trustee Berry, supported by Trustee Thorpe, that the Board go into a closed session to discuss material exempt from disclosure under the attorney-client privilege, MCL 15.243 (1) (g) pursuant to MCL 15.268 (h), and to discuss specific pending litigation, *Badry v. Henry Ford College* pursuant to MCL 15.268 (e) was approved with the following roll call vote attached: Ayes – Trustees Berry, Petlichkoff, Thorpe, Watts, and Acting Chair Mozip (5). Nays – None (0). Absent – Trustee D'Ambrosio and Chair McDonald (2).

Meeting suspended at 8:10 p.m.

Meeting resumed at 8:22 p.m.

7. Closed Session Recommendations

President Kavalhuna

Motion offered by Trustee Berry, supported by Trustee Thorpe, that the Board authorize counsel to settle the case within the certain parameters as set forth in the closed session was approved with the following roll call vote attached: Ayes – Trustees Berry, Petlichkoff, Thorpe, Watts, and Acting Chair Mozip. Nays – None. Absent – Trustee D'Ambrosio and Chair McDonald.

VII. BOARD OF TRUSTEES BUSINESS

A. Acknowledgements of Correspondence

A letter of support for the DPS librarians from Local 1650.

B. Board Committee Reports

The Audit Committee met prior to the Board meeting. The Special Report agenda item, Audit Presentation for Fiscal Year Ended June 30, 2022, covered the items discussed in the Audit Committee meeting.

C. Requests for Information and/or Future Agenda Items

Trustee Watts asked for the number of students that are participating in the Strategic Plan pilot program that addresses the satisfactory academic progress issue have an IEP or a 504.

Acting Chair Mozip asked for the percentage of students (full-time vs part-time) that are participating in the Strategic Plan pilot program that addresses the satisfactory academic progress issue.

Acting Chair Mozip requested a copy of the Remote Work policy.

D. Board Member Commentary

Trustee Watts congratulated the HFC Culinary Arts Program chefs and students for the excellent dinner they prepared for the Eastern Market Harvest Gala which she attended.

Trustee Thorpe enjoyed grilling for and serving over 800 students and staff during the Welcome Back Days lunch event.

Acting Chair Mozip encouraged all to vote on November 8, 2022.

VIII. FUTURE MEETING DATES

- A. Wednesday, October 19, 2022, HFC Board of Trustees Policy Committee Meeting, 2:30 p.m. at the Administrative Services and Conference Center in the Cabinet Conference Room.
- B. Monday, November 14, 2022, P-12 Board of Education Meeting, 7:00 p.m. at the Administrative Service Center in the Frank Franchi Board Room.
- C. Monday, November 21, 2022, HFC Board of Trustees Policy Committee Meeting, 5:00 p.m. at the Administrative Services and Conference Center in the Cabinet Conference Room.
- D. Monday, November 21, 2022, HFC Board of Trustees Meeting, 6:00 p.m. at the Administrative Services and Conference Center in the Rosenau Board Room.

IX. ADJOURNMENT

Motion by Acting Chair Mozip was unanimously approved by those members present that the meeting be adjourned at 8:24 p.m.

Irene Watts, Secretary