

**HENRY FORD COLLEGE
BOARD OF TRUSTEES MEETING
5101 Evergreen Road
Dearborn, Michigan 48128
(313) 845-9650**

**Administrative Services and Conference Center
Rosenau Board Room**

**November 21, 2022
6:00 p.m.**

I. CALL TO ORDER AND ROLL CALL

Hussein Berry	_____	James Thorpe	_____
Patrick D'Ambrosio	_____	Irene Watts	_____
Adel Mozip	_____	Chair Roxanne McDonald	_____
Mary Petlichkoff	_____		

II. APPROVAL OF MINUTES

A. Approval of Minutes for the following Board of Trustees Meetings

- Board of Trustees Audit Committee Meeting – October 17, 2022
- Regular Board of Trustees Meeting – October 17, 2022
- Closed Session – October 17, 2022
- Board of Trustees Policy Committee Meeting – October 19, 2022

Recommended action: Make any necessary corrections and move to approve these minutes.

MOVED BY: _____ SUPPORTED BY: _____

III. PRESIDENT'S ITEMS

- A. Michigan Community College Association
President Kavalhuna

IV. RECOGNITION AND ACKNOWLEDGEMENTS

V. ACTION ITEMS

- A. Citizen Participation

Citizens wishing to address the Board on agenda and non-agenda items for action and have submitted a blue card by 7:10 p.m. to the Secretary may speak at this time. The Board may not be in a position to respond to non-agenda items; therefore, speakers should not anticipate an immediate response to their comments or questions. For the benefit of all concerned, do not mention the names of students or College employees. Please limit comments to three minutes.

B. Special Consideration of an Action Item

Secretary comments: *“Are there any action items on this agenda which Board members or the President wish to discuss and vote on separately? If there are, we will exclude these from the action below.”*

C. Action to Approve Action Items

Background information: At this time, the Secretary will call for a single action to approve all the action items on this agenda except for items excluded from this action by Board member request.

Recommended action: Move to approve action items numbered 1 through 17 as recommended in this agenda, except for ___ (if necessary).

MOVED BY: _____ SUPPORTED BY: _____

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

BIDS AND CONTRACTS

1. Athletic Team Locker Room Renovation – Board Report #4653
Vice President Satkowski

Recommended action: Move to approve a contract award to Kasco, LLC for \$469,800.00 for the Athletic Team Locker Room Renovation project, as requested by Facility Services in accordance with the specifications of Sealed Bid #22161.

MOVED BY: _____ SUPPORTED BY: _____

2. Cooking and Baking Equipment – Board Report #4654
Vice President Satkowski

Recommended action: Move to approve a contract award to Stafford Smith, Inc. for \$65,530.76 for Cooking and Baking Equipment, as requested by the School of Business, Entrepreneurship, and Professional Development in accordance with the specifications of Sealed Bid #22193.

MOVED BY: _____ SUPPORTED BY: _____

3. Electric Vehicle Charging Station – Board Report #4655
Vice President Satkowski

Recommended action: Move to approve a contract award to Hatzel and Buehler Electrical Construction, Inc. for \$65,530.76 to provide and install one (1) Electric Vehicle Fast Charging Station, as requested by the School of Business, Entrepreneurship, and Professional Development in accordance with the specifications of Sealed Bid #22223.

MOVED BY: _____ SUPPORTED BY: _____

4. Ford Electric Vehicles – Board Report #4656
Vice President Satkowski

Recommended action: Move to approve a contract award to Feldman Ford of Detroit for the purchase of one (1) 2022 Ford F-150 Lightning at \$74,051.00 and one (1) 2022 Ford Mustang Mach-E GT at \$71,205.00 for a total of \$145,256.00, as requested by the School of Business, Entrepreneurship, and Professional Development in accordance with the specifications of Sealed Bid #22224-A.

MOVED BY: _____ SUPPORTED BY: _____

5. Tesla Electric Vehicle – Board Report #4657
Vice President Satkowski

Recommended action: Move to approve a contract award to Tesla, Inc. for the purchase of one (1) 2022 Tesla Model 3 for a total of \$64,940.00, as requested by the School of Business, Entrepreneurship, and Professional Development in accordance with the specifications of Sealed Bid #22224-B.

MOVED BY: _____ SUPPORTED BY: _____

6. Toyota Hybrid Vehicle – Board Report #4658
Vice President Satkowski

Recommended action: Move to approve a contract award to Jim White Toyota for the purchase of one (1) 2022 Tesla Model 3 for a total of \$32,415.00, as requested by the School of Business, Entrepreneurship, and Professional Development in accordance with the specifications of Sealed Bid #22224-C.

MOVED BY: _____ SUPPORTED BY: _____

7. Puritan Bennett 980 Ventilator – Board Report #4659

Vice President Satkowski

Recommended action: Move to approve a contract award to Covidien Sales LLC for the purchase of one (1) Puritan Bennett 980 Series Universal Ventilator for a total of \$47,475.00, as requested by the School of Health and Human Services in accordance with the specifications of Sealed Bid #22227.

MOVED BY: _____ SUPPORTED BY: _____

8. Intel Core i7 Computer Systems – Board Report #4660
Vice President Satkowski

Recommended action: Move to approve a contract award to CDW Government LLC for \$45,303.28 for forty-five (45) Intel Core i7 Computer Systems as requested by the School of Business, Entrepreneurship, and Professional Development, in accordance with the specifications of Sealed Bid #22238.

MOVED BY: _____ SUPPORTED BY: _____

9. Steelcase Furniture – Computer Information Systems – Board Report #4661
Vice President Satkowski

Recommended action: Move to approve a contract award to NBS Commercial Interiors for \$29,169.63 for the purchase and installation of classroom furniture requested by the School of Business, Entrepreneurship, and Professional Development, in accordance with Quote # 356017 dated November 1, 2022.

MOVED BY: _____ SUPPORTED BY: _____

10. Steelcase Classroom Furniture – Business Division – Board Report #4662
Vice President Satkowski

Recommended action: Move to approve a contract award to NBS Commercial Interiors for \$51,057.53 for the purchase and installation of classroom furniture requested by the School of Business, Entrepreneurship, and Professional Development, in accordance with Quote # 356075 dated November 15, 2022.

MOVED BY: _____ SUPPORTED BY: _____

11. Scenario Learning Title IX Training Software– Board Report #4663
Vice President Satkowski

Recommended action: Move to approve a contract award to Scenario Learning LLC for \$55,500.00 (\$18,500 per year for three years) for Title IX Training Software requested by Student Affairs, in accordance with Quote # Q-221829 dated October 31, 2022.

MOVED BY: _____ SUPPORTED BY: _____

12. LinkedIn Job Posting and Recruiting Internet Platform – Board Report #4664
Vice President Satkowski

Recommended action: Move to approve a contract award to LinkedIn Corporation for \$48,777.00 (\$16,259.00 per year for three years) for a Job Posting and Recruiting Internet Platform requested by Human Resources, in accordance with Order # FLD7511853346 dated October 27, 2022.

MOVED BY: _____ SUPPORTED BY: _____

13. Project Management Software Platform – Board Report #4665
Vice President Satkowski

Recommended action: Move to approve a contract award to 1) Smartsheet.com Inc. for a Project Management Software Platform for a total of \$35,000.00 per year and 2) Adapture Technology Group, LLC for associated software implementation and consulting services for a total of \$35,100.00 in accordance with Adapture Statement of Work dated November 16, 2022.

MOVED BY: _____ SUPPORTED BY: _____

14. Check Point Avanan Email Protection Software – Board Report #4665
Vice President Satkowski

Recommended action: Move to approve a contract award to CDW Government for \$63,986.18 for the purchase of 1,300 Check Point Avanan Email Protection Software Licenses and 1 Check Point Direct Enterprise Premium Support extended service agreement as requested by the Information Technology Services department, in accordance with CDW-G Quote #NBSX185 dated October 25, 2022.

MOVED BY: _____ SUPPORTED BY: _____

HUMAN RESOURCES

15. Associate Dean, School of Health and Human Services
Vice President Gonko

Recommended action: Move to approve the appointment of Keambra Pierson, to the position of Associate Dean, School of Health and Human Services, at Grade 2, Step 5, of the 2022-2025 HFC Administrators' Association, Local 71, Salary Schedule, effective 1/1/2023.

MOVED BY: _____ SUPPORTED BY: _____

BOARD-ADMINISTRATIVE SERVICES

16. 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)

Recommended action: Move 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 five months from this date based on the employee's healthcare provider's expected date of the employee's return to work.

MOVED BY: _____ SUPPORTED BY: _____

17. Board of Trustees Policy Updates
Trustee Watts

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

- Credit for Prior College-Level Learning
- Field Trip
- Honors Program
- Recognition

Recommended action: Move to approve the changes to the following policies:

- Credit for Prior College-Level Learning
- Field Trip
- Honors Program
- Recognition

MOVED BY: _____ SUPPORTED BY: _____

VI. BOARD OF TRUSTEES BUSINESS

- A. Acknowledgements of Correspondence
- B. Board Committee Reports
- C. Requests for Information and/or Future Agenda Items
- D. Board Member Commentary

VII. FUTURE MEETING DATES

- A. Monday, December 5, 2022, **P-12** Board of Education Meeting, 7:00 p.m. at the Administrative Service Center in the Frank Franchi Board Room.
- B. Monday, December 12, 2022, **HFC** Board of Trustees Policy Committee Meeting, 5:00 p.m. at the Administrative Services and Conference Center in the Cabinet Conference Room.
- C. Monday, December 12, 2022, **HFC** Board of Trustees Meeting, **6:00 p.m.** at the Administrative Services and Conference Center in the Rosenau Board Room.
- D. Monday, December 12, 2022, **P-12** Board of Education Study Session, immediately following the HFC Board of Trustees Meeting at the Administrative Services and Conference Center in the Cabinet Conference Room.

VIII. ADJOURNMENT

Note: Meetings of the Board of Trustees will end no later than 9:30 p.m. unless a majority of the Board members votes to extend the meeting by fifteen (15) minutes.

Individuals who wish to attend the Board of Trustees Meeting and require special accommodations should contact the Office of the President at (313) 845-9650. Please provide two days advance notice.