

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

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

**December 12, 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

- Regular Board of Trustees Meeting – November 21, 2022
- Board of Trustees Policy Committee Meeting – November 21, 2022

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

MOVED BY: _____ SUPPORTED BY: _____

III. PRESIDENT'S ITEMS

IV. RECOGNITION AND ACKNOWLEDGEMENTS

V. SPECIAL REPORTS

- A. Learn4ward
Vice President Nealon
- B. Drop, "E", Withdraw and Incomplete Grades
Vice President Nealon

VI. DISCUSSION ITEMS

- A. Technology Investment Fund (TIF) Fall 2022 Proposed Projects – Board Report #4667
Vice President Satkowski

VII. 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 4 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. Multi-Zone Building Energy Trainers – Board Report #4668
Vice President Satkowski

Recommended action: Move to approve a contract award to Hampden Engineering Corporation for the purchase of six (6) Hampden Engineering Multi-Zone Building Energy Management Trainers, Model H-MZBM-J1, for a

total of \$164,226.00, as requested by the School of Business, Entrepreneurship, and Professional Development in accordance with the specifications of Sealed Bid #22284.

MOVED BY: _____ SUPPORTED BY: _____

HUMAN RESOURCES

- 2. Director, Admissions and Recruiting
Vice President Gonko

Recommended action: Move to approve the appointment of Tracy Perry, to the position of Director, Admissions and Recruiting, at Grade 4, Step 5, of the 2022-2025 HFC Administrators’ Association, Local 71, Salary Schedule, effective January 17, 2023.

MOVED BY: _____ SUPPORTED BY: _____

- 3. Executive Director, Office of Human Resources
Vice President Gonko

Recommended action: Move to approve the appointment of Lisa Bradley, to the position of Executive Director, Office of Human Resources, at Grade 3, Step 6, of the 2022-2023 Exempt Administrator’s Salary Schedule, effective January 9, 2023.

MOVED BY: _____ SUPPORTED BY: _____

BOARD-ADMINISTRATIVE SERVICES

- 4. Board of Trustees Policy Updates
Trustee Watts

Background information: On November 21, 2022, the HFC Board of Trustees Policy Committee discussed and reviewed changes to the following policies:

- Institutional Travel Account
- Technology Investment Fund

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

- Institutional Travel Account
- Technology Investment Fund

MOVED BY: _____ SUPPORTED BY: _____

VIII. 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

IX. FUTURE MEETING DATES

- A. Tuesday, January 10, 2023, **Organizational Meeting**, 6:45 p.m. at the Administrative Service Center in the Frank Franchi Board Room.
- B. Tuesday, January 10, 2023, **P-12** Board of Education Meeting, 7:00 p.m. at the Administrative Service Center in the Frank Franchi Board Room.
- C. Saturday, January 14, 2023, **HFC** Board of Trustees Retreat, 8:00 a.m. at the Administrative Services and Conference Center in the Rosenau Board Room.
- D. Tuesday, January 17, 2023, **HFC** Board of Trustees Policy Committee Meeting, 6:00 p.m. at the Administrative Services and Conference Center in the Cabinet Conference Room.
- E. Tuesday, January 17, 2023, **HFC** Board of Trustees Meeting, 7:00 p.m. at the Administrative Services and Conference Center in the Rosenau Board Room.

X. 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.